



Agenda

Community, Health and Housing Committee

Tuesday, 4 December 2018 at 7.00 pm

Becket Keys C of E School, Sawyers Hall Lane, Brentwood CM15 9DA

Membership (Quorum – 3)

Cllrs Hossack (Chair), Poppy (Vice-Chair), Bridge, Clarke, Mrs Davies, Mrs Fulcher, McLaren, Ms Sanders and Tierney

Substitute Members

Cllrs Haigh, McCheyne, Naylor, Mrs Pound, Trump and Wiles

Agenda

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Chief Executive

Town Hall
Brentwood, Essex
26.11.2018

Information for Members

Substitutes

The names of substitutes shall be announced at the start of the meeting by the Chair and the substitution shall cease at the end of the meeting.

Where substitution is permitted, substitutes for quasi judicial/regulatory committees must be drawn from Members who have received training in quasi- judicial/regulatory decision making. If a casual vacancy occurs on a quasi judicial/regulatory committee it will not be filled until the nominated member has been trained.

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A Member who is not a member of the Committee may speak at the meeting. The Member may speak at the Chair's discretion, it being the expectation that a Member will be allowed to speak on a ward matter.

Members requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting.

Point of Order/ Personal explanation/ Point of Information

Point of Order

A member may raise a point of order at any time. The Mayor will hear them immediately. A point of order may only relate to an alleged breach of these Procedure Rules or the law. The Member must indicate the rule or law and the way in which they consider it has been broken. The ruling of the Mayor on the point of order will be final.

Personal Explanation

A member may make a personal explanation at any time. A personal explanation must relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate, or outside of the meeting. The ruling of the Mayor on the admissibility of a personal explanation will be final.

Point of Information or clarification

A point of information or clarification must relate to the matter being debated. If a Member wishes to raise a point of information, he/she must first seek the permission of the Mayor. The Member must specify the nature of the information he/she wishes to provide and its importance to the current debate. If the Mayor gives his/her permission, the Member will give the additional information succinctly. Points of Information or clarification should be used in exceptional circumstances and should not be used to interrupt other speakers or to make a further speech when he/she has already spoken during the debate. The ruling of the Mayor on the admissibility of a point of information or clarification will be final.

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Minutes

Community, Health and Housing Committee Tuesday, 11th September, 2018

Attendance

Cllr Hossack (Chair)	Cllr Mrs Fulcher
Cllr Poppy (Vice-Chair)	Cllr McLaren
Cllr Bridge	Cllr Ms Sanders
Cllr Clarke	Cllr Mrs Davies

Apologies

Cllr Tierney

Substitute Present

Cllr Wiles

Also Present

Cllr Naylor
James Henderson – Basildon Borough Council

Officers Present

Angela Abbott	-	Interim Head of Housing
Kim Anderson	-	Partnership, Leisure and Funding Manager
Stuart Anderson	-	Deputy Operations Manager
Zoe Borman	-	Governance and Member Support Officer
David Carter	-	Environmental Health Manager
Nicola Marsh	-	Housing Manager
Jean Sharp	-	Governance and Member Support Officer
Steve Summers	-	Chief Operating Officer

115. Apologies for Absence

Apologies were received from Cllr Cat Tierney and Cllr Andrew Wiles substituted for her.

116. Minutes of the Previous Meeting

The Minutes of the meeting held on 3rd July 2018 were approved as a true record subject to the following amendments:

- The sub-heading “Empty Homes Strategy” needed to be added following the second paragraph on Page 72 of the minutes
- In the last paragraph of Minute 57 on Page 72, ‘EHOC’ should read ‘EHOG’ (Essex Housing Officers Group).

The Chair expressed his disappointment that the anticipated report on a scoping exercise on Housing Garage Sites Report 2018 was not included in the agenda as had been agreed at the 3 July 2018 meeting. Also that since no response from the legal department had been received by officers no update could be given to the Committee regarding investigating the legal implications and restrictions relating to a licence to occupy to Brentwood Youth AFC for Larkins Playing Fields.

117. Declarations of Interest

Cllr Wiles declared a non-pecuniary interest and read the following statement:

- I advise the Chair and meeting that I have a potential disclosable pecuniary interest in that my wife is a Council tenant. This may be relevant re Items 6 7 8 and 10. However I have raised this issue with the Council’s Monitoring officer who has reviewed the contents of the reports for Items 6 7 8 and 10 and has concluded that the potential for this to have an effect on such interest or a conflict arising is negligible and may be outweighed by the public benefit of being considered from a tenant’s viewpoint.
- Therefore the Monitoring Officer has granted me dispensation in writing to remain in the chamber and to participate in considering these items.

Chair agreed subject to any appropriate caveat.

118. Chairs update Report

Members noted the following updates from Officers, and a full discussion followed.

Health and Wellbeing

There has been no recent progress in that the Council have broken away from our joint arrangements with Basildon Borough Council to share a public health practitioner.

The council are now in the process of recruiting a practitioner, part time, for the role in Brentwood. 12 applications for the post have been received and the process of arranging interviews has begun.

Essex County Council have only just recently released this year's funding allocation for both the public health practitioner post and relevant projects.

A work plan has been written to spend the funding allocation on the Council's health and wellbeing priorities of ageing well, mental health and wellbeing, and tackling obesity through improvements in physical health.

The Health and Wellbeing Board have not met in the past six months. The next meeting is to be arranged once a practitioner is in post.

Larkin Playing Fields

The Council has been approached by Brentwood Youth AFC with a view to obtaining a 'home base' for the club at Larkin Playing Fields. As the site has a number of covenants relating to it under the conveyance with which it was gifted to the Council it has been necessary to seek legal advice regarding this proposal. Officers are currently awaiting this advice.

In parallel to this Officers, at the request of the club and Essex FA, have attended two on site meetings to determine what can be achieved to improve the condition of pitches at the site and also to bring the currently underused piece of land to the south of the site into use as additional football pitches. The meetings were positive and further discussions are anticipated with both the Essex FA and Football Foundation as to how these improvements may be realised and achieved.

Play Area Strategy

There is a report on this agenda which sets out the recommendations from the Leisure Strategy Working Group which met in July and were agreed at Audit and Scrutiny Committee on 25 July 2018. One of the recommendations from the working group was to undertake an audit of the play areas which will identify the capital programme of investment required for each of the play areas together with the ongoing revenue expenditure, the proximity to alternative play areas and the current usage of the play areas.

An on-line consultation with the public has been launched alongside some face to face consultation as part of the Family Fun Days which asks residents how they use the local play areas and type of equipment they prefer. Feedback from this consultation will be completed at the end of September and maps have been developed which look at a 15minute walk time to play areas in the same vicinity. The information will be used to inform the Council's Play Strategy which will come back to Committee for consideration.

Empty Homes

A meeting has been held with members of Ingatestone & Fryerning Parish Council and Brentwood Housing Trust to focus on long term empty property in the Ingatestone area. It is hoped to concentrate on empty homes in this part of the Borough in collaboration with the Parish Council, with assistance being given by the Housing Trust to manage property and assist landowners to bring properties back into use. It is hoped that this will enable resources to be more targeted and act as a trial for wider activities within the Borough.

Basildon Borough Council are being asked to provide updated data on current empty homes in the Borough and in Ingatestone to provide information for these activities. Officers throughout Essex have also been contacted to look at a county wide solution.

The Chair expressed frustration that no progress had been made on the suggestion to employ two people to progress bringing empty properties back into use. He requested a further report be made at the March 2019 Committee meeting.

Garage Sites

At the July Committee it was approved by Members that Housing Services undertakes a formal exercise to review current usage of Housing Revenue Account ('HRA') garage sites. The purpose of the review is to provide a strategic approach for asset management. Key priorities are the reduction of anti-social behaviour, combating void loss and working towards greater affordable housing provision.

Housing Services have been developing this project and are working closely with the cross-departmental Housing Strategy Team to identify suitable options relating to core sites across the Borough, to bring detailed recommendations back to future Committee.

Members were advised that officers were currently reviewing a list of 80 garage sites.

119. Leisure Strategy - King Georges Playing Field

The report before Members provided an update to the Committee on the progress of the Leisure Strategy on the King George's Playing Fields project. Alliance Leisure Services had been appointed to develop a sustainable business plan for the park.

A summary outline of the report was given by Mrs Kim Anderson who advised that the final business plan was awaited then a further report would be made to the Committee.

Members asked for a time scale for them having sight of the business plan and the Chair advised that he anticipated it would be received in time for the December Committee meeting. The proposals and their feasibility would then be considered.

A motion was **MOVED** by Cllr Hossack and **SECONDED** by Cllr Poppy to approve the recommendation in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY**:

To note the progress on the King George's Playing Fields Project.

Reasons for Recommendation

As part of the Council's due diligence in delivering a successful Leisure Strategy, Members and officers need to have a complete picture of the current associated costs, risk profiles of the Borough's Leisure facilities and identify opportunities for income generation

Comments received from Sport England as part of the Local Development Plan consultation, stated that a Leisure Strategy is required that assesses Council owned sports and leisure facilities in order that the Council can continue to work with partners to ensure that appropriate provision is made for the residents of Brentwood. The strategy should not only consider how the Council can provide services, but also how other partners can. The strategy should also use current sports facility evidence to identify strategic priorities to then inform what will be included in the Council's Infrastructure Delivery Plan. Following this feasibility work, the Council will then be able to determine which projects will be funded by the Community Infrastructure Levy (CIL) and those funded by planning obligations.

The Council's Asset Management Strategy 2014/15 also sets out the need to obtain maximise income where possible from its asset portfolio.

120. Variation in the order of the Agenda

The Chair **MOVED** and Cllr Poppy **SECONDED** that item 8 – Progress Update on Housing Asset Management, Investment Programme and Compliance - be considered as the next item of business.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** accordingly.

121. Progress Update on Housing Asset Management, Investment Programme and Compliance

In accordance with the shared service agreement Basildon Borough Council had undertaken a comprehensive asset review including the import of Brentwood Borough Council's asset data into the Basildon Borough Council Keystone Asset Management system. This had provided a central asset register for stock condition information, the development of an asbestos register, centralised compliance data and use as investment planning tool.

This report provided an update to the Committee on the work proposed and currently being undertaken in accordance with the new arrangements.

James Henderson from Basildon Council summarised the contents of the report and advised that an update would be provided at the December Committee meeting.

Members thanked officers for the comprehensive report and enquired whether the HRA was able to meet the budget for such comprehensive works. Mr Henderson advised that the majority of the works could be funded from the current budget.

Following a full discussion Cllr Hossack **MOVED** and Cllr Poppy **SECONDED** the recommendations in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY:**

To note the contents of the report.

Reasons for Recommendation

The report highlights progress on Asset Management, Capital Programme and Compliance in Housing. Councillors were invited to comment on the report contents.

122. Leisure Strategy Working Group

The report before Members submitted the report and recommendations of the Leisure Strategy Working Group which met on 9 July 2018, for consideration by the Audit and Scrutiny Committee. The Working Group consisted of the following Members: Cllrs Hossack, Poppy, Tierney, Davies and Barrett and they were supported by Officers Philip Ruck, Kim Anderson and Stuart Anderson. The Leisure Strategy Working group reported to the Council's Audit and Scrutiny Committee for consideration and is then referred on to the Council's Community Health and Housing Committee.

Mrs Kim Anderson presented a summary of the report.

Members requested clarification of the community halls which were to be included in the market engagement exercise. This was to be only the halls currently managed by Brentwood Leisure Trust which did not include Maple Hall.

In response to a Member's question the Chair advised that the Leisure Strategy was considered for pre-scrutiny by the Audit and Scrutiny Committee to ensure that some controls were built in.

The financial implications the proposed strategy would have on Brentwood Leisure Trust was raised as an issue. Members noted that the BLT contract was due to end in March 2019.

A motion was **MOVED** by Cllr Hossack and **SECONDED** by Cllr Poppy to approve the recommendation in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY:**

That Members note the Leisure Strategy Working Group minutes and consider the recommendations that were agreed at Audit and Scrutiny Committee on 25th July 2018.

(Cllr McLaren declared a non-pecuniary interest under the Council's Code of Conduct by virtue of being a member of the Board of Trustees of Brentwood Leisure Trust).

Reasons for Recommendation

As part of the Council's due diligence in delivering a successful Leisure Strategy, Members and officers need to have a complete picture of the current associated costs, risk profiles of the Borough's Leisure facilities and identify opportunities for income generation.

Comments received from Sport England as part of the Local Development Plan consultation, stated that a Leisure Strategy is required that assesses Council owned sports and leisure facilities in order that the Council can continue to work with partners to ensure that appropriate provision is made for the residents of Brentwood. The strategy should not only consider how the Council can provide services, but also how other partners can. The strategy should also use current sports facility evidence to identify strategic priorities and to then inform what will be included in the Council's Infrastructure Delivery Plan. Following this feasibility work, the Council will then be able to determine which projects will be funded by the Community Infrastructure Levy (CIL) and those funded by planning obligations.

The Council's Asset Management Strategy 2014/15 also sets out the need to obtain maximise income where possible from its asset portfolio.

123. Mandatory licensing of HMOs (Houses in Multiple Occupation)

The Government had introduced changes to the requirements for mandatory licensing of houses in multiple occupation (HMOs) with effect from 1st October 2018.

The effect of the change required mandatory licencing of all HMOs occupied by five or more persons in two or more households. Previously mandatory licensing was required for properties of three storeys or more.

Brentwood Borough Council therefore needed to incorporate the additional properties into the existing system for HMO licencing.

Mr David Carter gave a brief summary of the report and in response to a question advised Members that the onus was on landlords to advise the Council if their property needed to be licensed.

A motion was **MOVED** by Cllr Hossack and **SECONDED** by Cllr Poppy to approve the recommendation in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY** that:

Members approve the proposal to incorporate licensing of additional HMOs under the changes to mandatory licensing into the existing system.

Reasons for Recommendation

To comply with the changes to legislation and to facilitate processing of new applications for one and two storey properties.

124. Housing Audit Update Report

The report updated the Community, Health & Housing Committee of the outcome of the 2016/17 and 2017/18 Audit reviews for Housing Services. Those Audits were included in the Council's approved Audit plans for 2016/17.

The outcome of the 2016/17 internal audit review was reported to the Audit Committee on the 27th September 2017 ("Audit Report 1 – May 2017").

The outcome of the 2017/18 internal audit review was reported to the Audit Committee on the 14th December 2017 ("Audit Report 2 – June 2017").

Both Audit reports enabled the Housing Service to concentrate on specific areas highlighted by the Audit recommendations to implement the essential service improvements as part of the ongoing transformation programme.

Mrs Angela Abbott gave Members a summary of the report and advised that a further more comprehensive report would be presented at the December Committee meeting.

Members thanked officers for their level of work on this as they found this version far more user friendly.

A motion was **MOVED** by Cllr Hossack and **SECONDED** by Cllr Poppy to approve the recommendations in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY:**

1. That the Committee received and noted the progress made from the 3rd July 2018 committee report as outlined in both Audit Reports (as summarised in Appendix A).
2. That the Committee agreed that a further report on progress made on implementing the recommendations is presented to the next Committee.

Reasons for Recommendation

To monitor the progress of work against the highlighted actions recommended arising from the Audit Report and management actions in response to those recommendations.

125. Parking Order Update

Members were advised that the inclusion of Housing owned car parks in the parking order would enable the Council to enforce parking measures to prevent non-residents parking in the limited number of bays available to residents of specific blocks.

Mrs Nicola Marsh gave Members a summary of the report. She advised that the pilot scheme undertaken at Gibraltar House had been very successful and had resolved parking issues therefore it was proposed to expand the scheme to 32 additional sites.

Members welcomed this report but raised concerns regarding enforcement of the parking restrictions and enabling commercial vehicles working at the properties to park. Officers advised that a Council employee was currently being trained to be able enforce the new restrictions and if additional resources were needed these would be provided. The owners of commercial

vehicles working in relevant properties would be able to buy special permits and visitor permits would be available. Following a consultation with residents, parking restrictions would only be in force between 9.00am and 5.00pm.

A report needed to be made to Policy, Performance and Resources Committee then a formal consultation would follow and it was anticipated that the enforcement of the extended parking restrictions area would begin in April 2019.

A motion was **MOVED** by Cllr Hossack and **SECONDED** by Cllr Poppy to approve the recommendations in the report with a proposed addition:

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY:**

- 1. That the Committee approved the inclusion of the listed car parks to be included in a parking order (Appendix A), to enable enforcement and relieve pressure on parking for Council Tenants and Leaseholders.**
- 2. That the Committee passes on the request for the additional sites to be included in the parking order to be considered at the next available Policy, Performance and Resources Committee meeting.**
- 3. That a consultation takes place with residents to outline the options with regards to enforcement and take into account any preferences or requirements for specific sites.**

Reasons for Recommendation

The Committee was asked to consider the success of those parking restrictions already in place on housing sites and the reduction of resident complaints in relation to this.

The Committee was asked to consider the length of time that these parking issues have been ongoing, and the lack of control that Housing has at present to address the problems without formal enforcement.

126. Former Tenant Debt Recovery Policy

The report set out proposals for a new Former Tenant Debt Recovery Policy to be implemented within the Housing Department.

The Policy would provide the Council with the ability to effectively recover Former Tenant rent arrears as well as any arrears on sub accounts such as court costs or removal costs that were associated with closed accounts.

Mrs Nicola Marsh gave Members a summary of the report.

A motion was **MOVED** by Cllr Hossack and **SECONDED** by Cllr Poppy to approve the recommendations in the report.

A vote was taken by a show of hands and it was **RESOLVED UNANIMOUSLY:**

1. **That Committee approve the Former Tenant Debt Recovery Policy.**
2. **Recommendation is made to Policy, Projects and Resources Committee for approval.**

Reasons for Recommendations

To ensure the Council is equipped in recovering former tenant debts, reducing the pressure on the budget restraints.

To provide a robust procedure that meets government guidelines on the recovery of debt.

127. Urgent Business

There were no items of urgent business.

The meeting ended at 8.30pm

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4th December 2018

Community, Health & Housing Committee

Chair's update report

Report of: *Zoey Foakes – Governance and Member Support Officer*

Wards Affected: *All Wards*

This report is: *Public*

Members to note updates from Officers set out below.

Health and Wellbeing

There has been a period of change with the Public Health Improvement Practitioner. The post has been filled, funding has been released and projects are underway.

The draft workplan has been written to include projects that will reflect the three strategic aims. The plan will be revised as projects develop in discussion with the health and wellbeing board and the new public health improvement practitioner. Priority has been given to ensuring the conclusion of the projects agreed over the last year which are; support for the cycling furtherance group and the construction of the outdoor gym at Warley Playing Fields.

Two future Health and Wellbeing Board meetings have been agreed in December and January to ensure a discussion and development of the workplan.

The workplan projects will focus on

- Tackling social isolation by projects to include launching a loneliness café, a dementia tea party, and providing support for a well-being hub, to be opened in the new year.
- Supported funding for Mental Health Small Grants.
- Tackling Obesity to Improve Physical Health through continuation of work supporting the Cycle Brentwood group, launching new cycle routes around the Borough, consultation with local residents and commuters (at Shenfield Station) to the barriers preventing them from cycling, and looking at how to overcome these barriers.
- The design and installation of the Outdoor gym at Warley. Once installed, gym sessions targeting local inactive families will be implemented, to help promote the new facility and improve the physical health of participants.

KPI Update Housing Quarter 2 July – September 2018

% Rent collected from current tenants only as a percentage of rent due 2018/2019

Quarter 1 98.51%

Quarter 2 96.26%

Rent Arrears of current tenants as a percentage of rent due 2018/2019

Quarter 1 3.72%

Quarter 2 6.12%

Level of Arrears at the end of the Quarter 2018/2019

Quarter 1 £430,135.95

Quarter 2 £512,489.41

Rent Collection

Rent collection has dropped significantly in Q2 and we are now beginning to see a large increase in universal credit claimants. Up from 16 cases in June 2018 to 58 cases in September 2018. There has also been a lack of staff in recent months which has also impacted on the rent collection. Staff levels are now rectified, and officers are pushing to process rent arrears and improve collection rates.

We held an arrears drive in November 2018 and have already begun to see a decrease in the overall arrears' figures. Following benchmarking on a national database, Housemark, I can confirm that Brentwood's performance levels are mid-range.

Re-Let Periods

Average relet times for local authority housing (days) 2018/2019

Quarter 1 46 Days
(32 Days GN, 115 Days SH)

Quarter 2 33 Days
(25 Days GN, 69 Days SH)

The average re-let time has decreased in Q2. Work is continuing through our weekly void meetings to ensure turnaround times are a priority and continue to decrease.

Temporary Accommodation

Households Living In Temporary Accommodation 2018/2019

Quarter 1 65

Quarter 2 72

Temporary Accommodation ('TA') provision is required by law for eligible households presenting as homeless. Nationally figures for TA have risen every quarter since 2011, with a 65% increase since 2010. Following the introduction of the Homelessness Prevention Act 2017 in April of this year a commensurate effect has been felt in terms of TA figures. Staff continue to work to enable a reduction of TA provision accordingly.

Gas servicing

Gas Servicing 2018/2019

Q1 99.87%

Q2 99.24

It's understood that Gas compliance is a priority. There has been a slight dip in the number of successful gas inspections due to lack of staff available for court attendance. We are currently reviewing the process and training additional staff to ensure 100% compliance moving forward.

Garage Site Development Update

The planning application for additional car parking at Whittingdon Road and Coram Green, Hutton has been submitted to the Planning Department on the 26th November 2018 for validation.

In addition, a planning application for residential development at Barnston Way, Hutton is expected to be submitted by the end of December.

As per previous committee agreement Officers are continuing to work on Housing Garage sites primarily on site location and viability matters with options to be presented to the next committee.

Larkins Playing Field

Discussions have been continuing with Brentwood Youth Football Club with regard to the use of Larkin Playing Fields. A recent meeting with the Chair established the Council's position with regard to this matter and set out a number of actions to be taken to aid the club in its development. This will include the offering of a lease [Heads of Terms to be agreed] for the footprint of the old pavilion building and also the offer of a long term hire agreement for the hire of the pitches at the site, this is expected to be communicated to the club before the end of November.

In addition to this Operational Services have been undertaking additional works at Larkin Playing Fields to bring the second half of the site on line for football in the future. To date this has included the provision of a piped drain along the bottom of the field, verti-quake [linear aerating] of the ground and removal of thatch and rolling of the area. This will be furthered by works in the spring designed to ensure the area is a fit for use playing surface to compliment the built facilities envisaged by the club.

Lighting Up Brentwood

Taking place on Saturday 24th November, Lighting Up Brentwood was once again a great success with a fantastic turn out of around 15,000 despite the chance of showers. The event started at 12.30pm with a Santa Parade from St Thomas' Road, where familiar characters and dancers from local theatre school Razzamataz followed Santa to his Grotto in the Sugar Hut.

2018 saw the largest number of stalls selling their festive goods and 3 stages hosting choirs, soloists, dancers and schools' performances. A range of street performers also kept the crowds entertained, with stilt walkers, musicians and comedic acts. At 5pm, along with the young Christmas Card and Poetry Competition winners, the Mayor switched on the lights to a big crowd and the event continued until 6pm.

The event received some sponsorship from 4 local businesses and once again fantastic support from a range of local organisations working hard to voluntarily deliver elements of the event. In particular, the Community Services Team works closely with Brentwood Rotary Club who provide Santa's Grotto every year and Churches Together in Brentwood who programmed and hosted.



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4 December 2018

Community, Health & Housing Committee

Housing Civil Penalties

Report of: David Carter

Wards Affected: All

This report is: Public

1. Executive Summary

1.1 The Housing and Planning Act 2016 introduced a number of amendments to the Housing Act 2004. Local housing authorities have the power to impose civil penalties of up to £30,000, as an alternative to prosecution for offences under the Housing Act 2004.

1.2 This report seeks to introduce civil penalties for Housing Act offences

2. Recommendation(s)

2.1 Members approve the introduction of fixed penalties as an alternative to prosecution where appropriate for offences under the Housing Act 2004

2.2 Officers are instructed to prepare a schedule of fixed penalties to be considered at a future meeting for adoption

3. Introduction and Background

3.1 The Council has statutory responsibility for the enforcement of acceptable conditions in borough housing stock, with the main focus being on the private rented sector.

3.2 Most landlords in the Borough are law abiding and keen to act on advice given. Enforcement against landlords is generally only required in a very small number of cases.

3.3 The following offences under the Housing Act 2004 can now be dealt with by imposing a civil penalty:

a) Failure to comply with an Improvement Notice (section 30)

- b) Offences in relation to licensing of HMOs (section 72)
- c) Offences in relation to licensing of houses under Part 3 of the Act (section 95)
- d) Offences of contravention of an overcrowding notice (section 139)
- e) Failure to comply with management regulations in respect of HMOs (section 234)

- 3.4 The same criminal standard of proof is required for a civil penalty as for a criminal prosecution. This means that before a civil penalty can be imposed, the Council must be satisfied beyond reasonable doubt that the landlord committed the offence(s) and that if the matter were to be prosecuted in the Magistrates' Court there would be a realistic prospect of conviction.
- 3.5 The use of civil penalties can provide the Council with a more cost-effective and proportionate alternative to prosecution for specified housing offences, whilst retaining the option to prosecute for the most serious housing offences.
- 3.6 A landlord, or letting agent, or both, may face a civil penalty if they:
- Fail to comply with improvement notice served under section 11 and/or 12 of the Housing Act 2004. These notices are served when there are significant hazards in premises that can be resolved in a reasonable and practicable way.
 - Commit licensing failures in relation to Houses in Multiple Occupation (HMOs). Councils currently license all HMO's that are 3 storeys or higher and house 5 or more people, forming 2 or more households. Other HMOs are currently exempt from licensing.
 - Contravene an overcrowding notice served on an (HMO) under section 139 of the Housing Act 2004.
 - Breach the Management of Houses in Multiple Occupation (England) Regulations 2006. These cover matters such as maintenance of gas and electrical supplies, disrepair and safety.
- 3.4 This report seeks to establish the principle of fixed penalties as a potential alternative to prosecution for the offences listed at 3.3 above.

4. Issue, Options and Analysis of Options

- 4.1 Authorities who have adopted fixed penalties as an alternative to prosecution are encouraged to establish a scoring matrix to link the offences to a proportionate response depending on the severity of the offence and previous record of the landlord.
- 4.2 It is recommended, in accordance with Government guidance, that Brentwood Borough Council adopts a similar approach and amends the Council's Enforcement Policy accordingly.

5. Reasons for Recommendation

- 5.1 In order to keep enforcement practices up to date with current legislation and to provide appropriate resolution to offences committed with less reliance on lengthy and expensive Court action to deal with offences

6 Consultation

- 6.1 Options for the use of civil penalties have been consulted on by Government.

7 References to Corporate Plan

7.1 Community and Health

Provide advice, support, guidance and enforcement

Reward compliant businesses by a light touch approach to public protection

8 Implications

Financial Implications

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- 8.1 The financial implications will be determined by the level of fixed penalties set. It is not envisaged this will generate a revenue stream but as an alternative to prosecution for specified housing offences.

Legal Implications

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- 8.2 The recommendations set out within this report are lawful and within the Council's powers and duties.
- 8.3 The Council must have regard to the statutory guidance issued under s23 of the Housing and Planning Act 2016, Civil penalties under the Housing and Planning Act 2016 – guidance for Local Housing Authorities, in the exercise of its functions in respect of civil penalties.

The Council's Enforcement Policy should be amended to reflect the introduction of fixed penalties as an alternative to prosecution where appropriate.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

8.4 None

9 Background Papers (include their location and identify whether any are exempt or protected by copyright)

9.1 Civil penalties under the Housing and Planning Act 2016 – guidance for Local Housing Authorities – Ministry of Housing, Communities and Local Government April 2018

10 Appendices to this report

Appendix A – Civil Penalty Guidance

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Ministry of Housing,
Communities &
Local Government

Appendix A

Civil penalties under the Housing and Planning Act 2016

Guidance for Local Housing Authorities



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Foreword

The private rented sector is an important part of our housing market, housing 4.5 million households in England¹. The quality of privately rented housing has improved rapidly over the past decade with 82% of private renters satisfied with their accommodation, and staying in their homes for an average of 4 years.

The Government wants to support good landlords who provide decent well maintained homes and is keen to strike the right balance on regulation in order to avoid stifling investment in the sector.

But a small number of rogue or criminal landlords knowingly rent out unsafe and substandard accommodation. We are determined to crack down on these landlords and disrupt their business model.

Significant progress has already been made in doing this:

- Between 2011-2016, we provided £12 million to a number of local housing authorities to help tackle acute and complex problems with rogue landlords, including “Beds in Sheds”. More than 70,000 properties have been inspected and over 5,000 landlords are facing further enforcement action or prosecution;
- In October 2015, we introduced requirements for landlords to install smoke alarms on every floor of their property, and test them at the start of every tenancy, and to install carbon monoxide alarms in high risk rooms;
- In November 2015, we introduced protection for tenants against retaliatory eviction where they have a legitimate complaint and stopped landlords from serving an open-ended eviction notice at the start of a tenancy.

The Government is clear that the small minority of rogue landlords and property agents who knowingly flout their legal obligations, rent out accommodation which is substandard and harass their tenants should be prevented from managing or letting housing. The Housing and Planning Act 2016 introduced a range of measures to crack down on rogue landlords.

We have already implemented:

- Civil penalties of up to £30,000 as an alternative to prosecution for certain specified offences;
- Extension of rent repayment orders to cover illegal eviction, breach of a banning order and certain other specified offences.

¹ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/595785/2015-16_EHS_Headline_Report.pdf

On 6 April 2018, new measures come into force:

- Banning orders for the most serious offenders;
- A database of rogue landlords and property agents against whom a banning order has been made, which may also include persons convicted of a banning order offence or who have received two or more financial penalties.

More widely, the Government is committed to rebalancing the relationship between landlords and tenants by:

- requiring landlords to join a redress scheme to ensure that all tenants have access to effective dispute resolution when things go wrong;
- regulating letting agents and requiring them to join a client money protection scheme in order to give landlords and tenants assurance that their agent is meeting minimum standards and providing the financial protection they want and deserve; and
- banning letting fees to tenants and capping tenancy deposits, which will help millions of renters by bringing an end to costly upfront payments and renewal fees.

This guidance supports local housing authorities to understand how to use their powers to impose a civil penalty as an alternative to prosecution for certain housing offences.

1. Purpose and scope

1.1 Introduction

This document has been prepared as a guide for local housing authorities to help them understand how to use their powers to impose a civil penalty as an alternative to prosecution for certain housing offences.

In this guidance, the term “landlords” also includes “property agents” (letting agents and property managers as defined under Chapter 6 of Part 2 of the Housing and Planning Act 2016) unless specified in the guidance.

1.2 What is the status of this guidance?

This is statutory guidance issued under section 23 (10) and Schedules 1 and 9 of the Housing and Planning Act 2016. Local housing authorities must have regard to this guidance in the exercise of their functions in respect of civil penalties.

Where the words “may” or “should” are used, it means that a particular course of action is recommended or advised, but is not mandatory. Where the words “must” or “shall” are used, it means the guidance reflects a statutory requirement.

1.3 What is a civil penalty?

For the purposes of this guidance, a civil penalty is a financial penalty imposed by a local housing authority on an individual or organisation as an alternative to prosecution for certain housing offences under the Housing Act 2004 and a breach of a banning order under the Housing and Planning Act 2016.

1.4 Which housing offences are covered?

Local housing authorities will be able to impose a civil penalty as an alternative to prosecution for the following offences under the Housing Act 2004 and Housing and Planning Act 2016:

- Failure to comply with an Improvement Notice (section 30 of the Housing Act 2004)²;
- Offences in relation to licensing of Houses in Multiple Occupation (section 72 of the Housing Act 2004)³;
- Offences in relation to licensing of houses under Part 3 of the Act (section 95 of the Housing Act 2004)⁴;
- Offences of contravention of an overcrowding notice (section 139 of the Housing Act 2004)⁵;
- Failure to comply with management regulations in respect of Houses in Multiple Occupation (section 234 of the Housing Act 2004)⁶.

² <https://www.legislation.gov.uk/ukpga/2004/34/section/30>

³ <https://www.legislation.gov.uk/ukpga/2004/34/section/72>

⁴ <https://www.legislation.gov.uk/ukpga/2004/34/section/95>

⁵ <https://www.legislation.gov.uk/ukpga/2004/34/section/139>

- Breach of a banning order (section 21 of the Housing and Planning Act 2016)⁷.

1.5 Can a civil penalty be issued for failure to comply with a Prohibition Order?

A civil penalty is available as an alternative for certain specified housing offences under the Housing Act 2004. Breach of a Prohibition Order is not one of the specified offences. Where a landlord breaches a Prohibition Order, local housing authorities can now seek a rent repayment order in addition to prosecuting the landlord (see separate [guidance on rent repayment orders](#)).

1.6 What is the legal basis for these powers?

The power to impose a civil penalty as an alternative to prosecution for these offences was introduced by sections 23⁸ and 126⁹ and Schedule 9¹⁰ of the Housing and Planning Act 2016.

1.7 Who will be able to use these powers?

Local housing authorities.

1.8 Will there be provision to cover the initial costs to local housing authorities associated with the introduction of civil penalties?

There is no provision for this in the legislation.

1.9 Who are civil penalties aimed at?

They are intended to be used against landlords who are in breach of one or more of the sections of the Housing Act 2004 and Housing and Planning Act 2016 listed at paragraph 1.4.

1.10 When will these powers come into force?

The powers relating to housing offences under the Housing Act 2004 came into force on 6 April 2017. The offence of a breach of a banning order under the Housing and Planning Act 2016 will come into force on 6 April 2018. They are not retrospective and will not apply to offences committed before that date.

1.11 What is the maximum penalty that can be imposed?

The maximum penalty is £30,000. The amount of penalty is to be determined by the local housing authority in each case. In determining an appropriate level of penalty, local housing authorities should have regard to the guidance at paragraph 3.5 which sets out the factors to take into account when deciding on the appropriate level of penalty. Only one penalty can be imposed in respect of the same offence.

⁶ <https://www.legislation.gov.uk/ukpga/2004/34/section/234>

⁷ <http://www.legislation.gov.uk/ukpga/2016/22/section/21/enacted>

⁸ <https://www.legislation.gov.uk/ukpga/2016/22/section/23>

⁹ <https://www.legislation.gov.uk/ukpga/2016/22/section/126>

¹⁰ <http://www.legislation.gov.uk/ukpga/2016/22/schedule/9/enacted>

1.12 Is there a minimum level of penalty?

A minimum penalty level has not been set. See paragraph 3.5 for guidance on the factors to take into account when deciding on the level of civil penalty.

2. Civil penalties and other sanctions

2.1 Can a local housing authority impose a civil penalty and prosecute for the same offence?

No. A civil penalty can only be imposed as an alternative to prosecution. The legislation does not permit local housing authorities to impose a civil penalty and prosecute for the same offence. If a person has been convicted or is currently being prosecuted, the local housing authority cannot impose a civil penalty in respect of the same offence.

Similarly, if a civil penalty has been imposed, a person cannot then be convicted of an offence for the same conduct. See paragraph 3.3 for guidance on the factors to take into account when deciding whether to prosecute or impose a civil penalty.

2.2 Can multiple civil penalties be issued if there have been a number of breaches of Houses in Multiple Occupation management regulations?

A civil penalty can be issued as an alternative to prosecution for each separate breach of the Houses in Multiple Occupation management regulations.

Section 234(3) of the Housing Act 2004 provides that a person commits an offence if he fails to comply with a regulation. Hence, each failure to comply with the regulations constitutes a separate offence for which a civil penalty can be imposed.

2.3 Can a separate civil penalty be issued for each hazard specified on an Improvement Notice?

No. Only one civil penalty can be issued for failing to comply with an Improvement Notice.

2.4 Can more than one civil penalty be issued where a landlord consistently fails to carry out work specified in an Improvement Notice over a period of time?

No. Only one civil penalty can be imposed for a single offence. However, where a landlord fails to comply with an Improvement Notice and subsequently receives a civil penalty as a result, a further Improvement Notice could then be issued if the work still hadn't been carried out.

2.5 Can a civil penalty be imposed on both a landlord and letting agent for failing to obtain a licence for a licensable property?

Where both the letting agent and landlord can be prosecuted for failing to obtain a licence for a licensable property, then a civil penalty can also be imposed on both the landlord and agent as an alternative to prosecution. The amount of the civil penalty may differ depending on the individual circumstances of the case.

2.6 Can a civil penalty be imposed on both a landlord and letting agent in respect of the same offence?

Where both a landlord and a letting/managing agent have committed the same offence, a civil penalty can be imposed on both as an alternative to prosecution. The amount of the penalty may differ depending on the circumstances of the case.

3. Determining an appropriate sanction

3.1 What burden of proof is required?

The same criminal standard of proof is required for a civil penalty as for prosecution. This means that before taking formal action, a local housing authority should satisfy itself that if the case were to be prosecuted in the magistrates' court, there would be a realistic prospect of conviction.

In order to actually achieve a conviction in the magistrates' court, the local housing authority would need to be able to demonstrate beyond reasonable doubt that the offence has been committed. Similarly, where a civil penalty is imposed and an appeal is subsequently made to the First-tier Tribunal, the local housing authority would need to be able to demonstrate beyond reasonable doubt that the offence had been committed.

3.2 How can a local housing authority establish whether there would be a realistic prospect of conviction?

Local housing authorities should consult the Crown Prosecution Service *Code for Crown Prosecutors*¹¹ for this purpose as it provides advice on the extent to which there is likely to be sufficient evidence to secure a conviction.

The Code has two stages: (i) the evidential stage and (ii) the public interest stage.

3.3 What factors should a local housing authority take into account when deciding whether to prosecute or impose a civil penalty?

Local housing authorities are expected to develop and document their own policy on when to prosecute and when to issue a civil penalty and should decide which option it wishes to pursue on a case-by-case basis in line with that policy.

Prosecution may be the most appropriate option where an offence is particularly serious or where the offender has committed similar offences in the past. However, that does not mean civil penalties should not be used in cases where serious offences have been committed. A civil penalty of up to £30,000 can be imposed where a serious offence has been committed and a local housing authority may decide that a significant financial penalty (or penalties if there have been several breaches), rather than prosecution, is the most appropriate and effective sanction in a particular case.

Where a local housing authority decides to prosecute when a landlord has committed breaches in more than one local housing authority area, it should consider the scope for working together with other local housing authorities.

¹¹ https://www.cps.gov.uk/publications/code_for_crown_prosecutors/

3.4 How does the local housing authority make an assessment of a landlord's or letting agent's assets and any income?

Local housing authorities should use their existing powers to, as far as possible, make an assessment of a landlord's assets and any income they receive (not just rental income) when determining an appropriate penalty.

3.5 What factors should a local housing authority take into account when deciding on the level of civil penalty?

Local housing authorities have the power to impose a civil penalty of up to £30,000. They should develop and document their own policy on determining the appropriate level of civil penalty in a particular case. Generally, we would expect the maximum amount to be reserved for the very worst offenders. The actual amount levied in any particular case should reflect the severity of the offence as well as taking account of the landlord's previous record of offending.

Local housing authorities should consider the following factors to help ensure that the civil penalty is set at an appropriate level:

- a) **Severity of the offence.** The more serious the offence, the higher the penalty should be.
- b) **Culpability and track record of the offender.** A higher penalty will be appropriate where the offender has a history of failing to comply with their obligations and/or their actions were deliberate and/or they knew, or ought to have known, that they were in breach of their legal responsibilities. Landlords are running a business and should be expected to be aware of their legal obligations.
- c) **The harm caused to the tenant.** This is a very important factor when determining the level of penalty. The greater the harm or the potential for harm (this may be as perceived by the tenant), the higher the amount should be when imposing a civil penalty.
- d) **Punishment of the offender.** A civil penalty should not be regarded as an easy or lesser option compared to prosecution. While the penalty should be proportionate and reflect both the severity of the offence and whether there is a pattern of previous offending, it is important that it is set at a high enough level to help ensure that it has a real economic impact on the offender and demonstrate the consequences of not complying with their responsibilities.
- e) **Deter the offender from repeating the offence.** The ultimate goal is to prevent any further offending and help ensure that the landlord fully complies with all of their legal responsibilities in future. The level of the penalty should therefore be set at a high enough level such that it is likely to deter the offender from repeating the offence.
- f) **Deter others from committing similar offences.** While the fact that someone has received a civil penalty will not be in the public domain, it is possible that other landlords in the local area will become aware through informal channels when someone has received a civil penalty. An important part of deterrence is the realisation that (a) the local housing authority is proactive in levying civil penalties

where the need to do so exists and (b) that the civil penalty will be set at a high enough level to both punish the offender and deter repeat offending.

- g) **Remove any financial benefit the offender may have obtained as a result of committing the offence.** The guiding principle here should be to ensure that the offender does not benefit as a result of committing an offence, i.e. it should not be cheaper to offend than to ensure a property is well maintained and properly managed.

4. Procedure

4.1 What procedure must be followed by a local housing authority if they want to impose a civil penalty?

The procedure for imposing a civil penalty is set out in Schedule 13A¹² of the Housing Act 2004 and Schedule 1¹³ of the Housing and Planning Act 2016 and summarised below.

4.2 What is the first stage of the process?

The local housing authority must give the person a notice of its proposal ('notice of intent') to impose a financial penalty.

The notice of intent must set out:

- the amount of the proposed financial penalty;
- the reasons for proposing to impose the penalty; and
- information about the right of the landlord to make representations.

4.3 Does the notice of intent have to be translated into other languages?

No, there is no requirement to translate any of the documents into another language.

4.4 Is there a deadline for serving a notice of intent?

The notice of intent must be given no later than 6 months after the authority has sufficient evidence of the conduct to which the penalty relates, or at any time when the conduct is continuing.

4.5 What happens after a person receives a notice of intent?

A person who is given a notice of intent may make written representations to the local housing authority about the intention to impose a financial penalty.

Any representations must be made within 28 days from the date the notice was given.

4.6 What happens after representations (if any) have been made?

After the end of the period for representations, the local housing authority must decide whether to impose a penalty and, if so, the amount of the penalty.

If the authority decides to impose a financial penalty, it must give the person a notice ('final notice') requiring that the penalty is paid within 28 days.

¹² <https://www.legislation.gov.uk/ukpga/2004/34/schedule/13A>

¹³ <http://www.legislation.gov.uk/ukpga/2016/22/schedule/1/enacted>

4.7 What information must be contained in the final notice?

The final notice must set out:

- the amount of the financial penalty;
- the reasons for imposing the penalty;
- information about how to pay the penalty;
- the period for payment of the penalty (28 days);
- information about rights of appeal; and
- the consequences of failure to comply with the notice.

4.8 Can the local housing authority withdraw or amend the notice?

The local housing authority may at any time:

- withdraw a notice of intent or final notice; or
- reduce the amount specified in a notice of intent or final notice.

5. Appeals

5.1 Does a person have a right of appeal against a civil penalty?

Yes. This is set out in Schedule 13A, paragraph 10 of the Housing Act 2004 and Schedule 1, paragraph 10 of the Housing and Planning Act 2016.

A local housing authority is required to issue a 'notice of intent' to issue a financial penalty. Under this notice a landlord has 28 days with which to make representations to the local housing authority.

At the end of this period, should the local housing authority still propose to issue the financial penalty, they must serve a 'final notice' imposing the penalty.

On receipt of a final notice imposing a financial penalty a landlord can appeal to the First-tier Tribunal against the decision to impose a penalty and/or the amount of the penalty. The appeal must be made within 28 days of the date the final notice was issued. The final notice is suspended until the appeal is determined or withdrawn.

5.2 Does the civil penalty have to be paid even if an appeal is outstanding?

If a person appeals, the final notice is suspended until the appeal is determined or withdrawn.

6. Role of the First-tier Tribunal

6.1 What approach will the First-tier Tribunal take when considering an appeal?

An appeal will involve a re-hearing of the local housing authority's decision to impose a civil penalty. It may also have regard to matters of which the local housing authority was unaware when the decision to impose a civil penalty was made.

6.2 What powers does the First-tier Tribunal have to cancel or amend the amount of a civil penalty imposed by the local housing authority?

The First-tier Tribunal has the power to confirm, vary (increase or reduce) the size of the civil penalty imposed by the local housing authority, or to cancel the civil penalty. If the First-tier Tribunal decides to increase the penalty, it may only do so up to a maximum of £30,000.

6.3 Will the First-tier Tribunal follow this guidance?

While the First-tier Tribunal is not bound by it, it will have regard to this guidance.

6.4 Are there any grounds for restricting appeal rights to guard against frivolous appeals where the appeal has no merit?

Appeal rights are contained within Schedule 13A¹⁴ to the Housing Act 2004. The First-tier Tribunal can dismiss an appeal if it is satisfied that the appeal is frivolous, vexatious or an abuse of process, or has no reasonable prospect of success.

¹⁴ <https://www.legislation.gov.uk/ukpga/2004/34/schedule/13A>

7. Enforcement

7.1 The landlord has refused to pay the civil penalty. How can it be enforced?

Where the landlord or property agent fails to pay a civil penalty, the local housing authority should refer the case to the county court for an order of that court. If necessary, the local housing authority should use county court bailiffs to enforce the order and recover the debt.

For further information on debt recovery, please refer to the following leaflets produced by HM Courts and Tribunal Service:

Third party debt orders and charging orders. How do I apply for an order? How do I respond to an order? (leaflet number EX325¹⁵)

I have a Tribunal decision but the respondent has not paid. How do I enforce it? (leaflet number EX328¹⁶)

7.2 How do I prove that the landlord has refused to pay a civil penalty?

A certificate signed by the chief finance officer of the local housing authority which states that the amount due had not been received by a specified date will be treated by the courts as conclusive evidence of that fact.

7.3 Can a local housing authority still carry out works in default?

Yes. Section 31¹⁷ and Schedule 3¹⁸ of the Housing Act 2004 relating to works in default continue to operate. These powers are not affected by the Housing and Planning Act 2016.

7.4 Can a civil penalty be recorded on the database of rogue landlords and property agents?

Where a landlord receives two or more civil penalties over a 12 month period, local housing authorities may include that person's details in the database of rogue landlords and property agents. While it is not compulsory, local housing authorities are strongly encouraged to do so. This will help ensure that other local housing authorities are made aware that formal action has been taken against the landlord.

7.5 Are there any other consequences?

If a landlord receives a civil penalty, that fact can be taken into account if considering whether the landlord is a fit and proper person to be the licence holder for a House in Multiple Occupation or any other property subject to licensing.

¹⁵ <https://formfinder.hmctsformfinder.justice.gov.uk/ex325-eng.pdf>

¹⁶ <https://formfinder.hmctsformfinder.justice.gov.uk/ex328-eng.pdf>

¹⁷ <https://www.legislation.gov.uk/ukpga/2004/34/section/31>

¹⁸ <https://www.legislation.gov.uk/ukpga/2004/34/schedule/3>

8. Income from civil penalties

8.1 What can the local housing authority do with any income received from a civil penalty?

Income received from a civil penalty can be retained by the local housing authority provided that it is used to further the local housing authority's statutory functions in relation to their enforcement activities covering the private rented sector, as specified in Regulations¹⁹.

¹⁹ <http://www.legislation.gov.uk/uksi/2017/367/contents/made> and <http://www.legislation.gov.uk/uksi/2018/209/contents/made>

4th December 2018

Community, Health & Housing Committee

Housing Audit Report

Report of: Angela Abbott, Interim Head of Housing

Wards Affected: All

This report is: Public

1. Executive Summary

- 1.1 This report is intended to update the Community, Health & Housing Committee of the outcome of the 2016/17 and 2017/18 Audit reviews for Housing Services. Those Audits were included in the Council's approved Audit plans for 2016/17.
- 1.2 The outcome of the 2016/17 internal audit review was reported to the Audit Committee on the 27th September 2017 ("Audit Report 1 – May 2017").
- 1.3 The outcome of the 2017/18 internal audit review was reported to the Audit Committee on the 14th December 2017 ("Audit Report 2 – June 2017").
- 1.4 Both Audit reports will enable the Housing Service to concentrate on specific areas highlighted by the Audit recommendations to implement the essential service improvements as part of the ongoing transformation programme.

2. Recommendation(s)

- 2.1 **That the Committee receives and notes the progress made from the 11th September 2018 committee report as outlined in both Audit Reports (as summarised in Appendix A).**
- 2.2 **That the Committee agree that a further report on progress made on implementing the recommendations is presented to the next Committee.**
- 2.3 **That the Committee agrees to authorise Officers to include Housing Audits within the 2019/20 Draft Internal Audit Plan.**

3. Introduction and Background

3.1 Both Audit reviews were conducted in accordance with the 2017/18 Audit Plan as approved by the Audit Committee.

3.2 As part of the ongoing service improvement programme Housing Services had already identified gaps in service provision, particularly around Repairs & Maintenance. Accordingly, the second audit review was specifically requested by Housing to assist and support in identifying gaps or service failures and to provide recommendations for improvement. These areas primarily centred around contract management, information recording and compliance.

3.3 The table below summarises the two Audit Report Management Updates and provides a snapshot of overall progress to date.

Section	Recs Total	Risk type			Status		
		High	Medium	Low	In Progress	Complete	% Complete
May-17	43	23	18	2	14	29	67
Housing (All)	2	1	0	1	1	1	50
Housing Options/Tenancy Services	8	5	3	0	1	7	88
Repairs	18	15	3	0	5	13	72
Tenancy Services	7	1	6	0	1	6	86
Tenancy Services/Leasehold	8	0	7	1	6	2	25
Total	43	22	19	2	14	29	67
Nov-17	31	9	21	1	8	23	74
Housing (All)	4	3	1	0	2	2	50
Tenancy Services	14	6	7	1	3	11	79
Housing Strategy	6	0	6	0	0	6	100
Tenancy Services/Leasehold	1	0	1	0	1	0	0
Repairs	5	0	5	0	2	3	60
Tenancy Services/Housing Options	1	0	1	0	0	1	100
Total	31	9	21	1	8	23	74

4. **Issues, Options and Analysis of Options**

4.1 Not applicable.

5. **Reasons for Recommendation**

5.1 To monitor the progress of work against the highlighted actions recommended arising from the Audit Report and management actions in response to those recommendations.

6. **Consultation**

6.1 Not applicable

7. **References to Corporate Plan**

7.1 Good financial management, risk management and internal control underpin all priorities within the Corporate Plan.

8. **Implications**

Financial Implications

Name & Title: Jacqueline Van Mellaerts – Interim Chief Finance Officer

Tel & Email: 01277 312500/ jacqueline.vanmellaerts@brentwood.gov.uk

8.1 No direct financial implications arising from this report. Any costs associated to implement the recommendations have been met from existing resources within the Housing Revenue Account.

Legal Implications

Name & Title: Paula Harvey, Corporate Governance Solicitor & Deputy Monitoring Officer

Tel & Email: 01277 312500/paula.harvey@brentwood.gov.uk

8.2 There are no legal implications arising from this report.

Other Implications (where significant) – i.e., Health & Safety, Asset Management, Equality and Diversity, Risk Management, Section 17, Crime & Disorder, Sustainability, ICT

8.3 None

9. **Background Papers**

9.1 None

10. **Appendices to this report**

Appendix A – Audit Report Update (Extract)

Report Author Contact Details:

Name: Angela Abbott, Interim Head of Housing
Telephone: 01277 312568
Email: angela.abbott@brentwood.gov.uk

Ref	Reco mme ndati on	Section	Finding	Risk Rating	Original completion date	Current status	Revised Date for completion	Previous update	Current update	Responsible Manager
May-17										
1										
	a	All	Training is provided to relevant staff on Housing Fraud identification.	High	Dec-17	Complete		There has been a delay in implementing a tenancy audit protocol due to the significant staff resources that would require an annual tenancy audit. However, interim measures are in place for tenancy checks for tenants that (a) require a transfer (b) amendment to tenancy (c) are in significant credit balances and (d) in rent arrears that require a home visit. A UDC has been created on Orchard to identify when a tenancy audit has been completed and reports can be generated in order to monitor the number of audits that have been carried out.	Mandatory fraud identification risk training held on the 26th September 17 for all Housing Staff	NM/SDM
	b	Housing Options/ Tenancy Services	Protocols for tenancy audit checks on tenant are determined, to include secure tenants.	High	Dec-17	Complete			Interim measures are in place (as b), further discussion is required with BDO due to the significant staff resources required for an annual tenancy check.	NM/SDM
	c	Housing Options/ Tenancy Services	Photographs are obtained to identify all tenants	High	Dec-17	Complete			Photographs are obtained for any tenancy change request, new applicants, transfer applicants, mutual exchanges.	NM/SDM
	d	Housing Options/ Tenancy Services	Consideration is given to using photographs held for periodic verification of all tenants. This may require consideration of the scope of contracts and data sharing protocols (see also page 19 regarding Fair Processing Notices)	High	Dec-17	In progress	TBC		Under review corporately	NM/SDM
	e	Housing Options/ Tenancy Services	The Housing Team and the Fraud officers agree protocols for investigation which ensure potential fraud investigations are overseen by a suitably trained person	High	Dec-17	Complete			All potential fraud cases identified are referred to Fraud for further investigation	NM/SDM
	f	Housing Options/ Tenancy Services	Housing staff are reminded of the requirements of the Regulation of Investigatory Powers Act in relation to surveillance and investigation activity.	High	Dec-17	Complete			Staff advised of activities that fall within RIPA. Staff request authorisation and refer to Fraud	NM/SDM
	g	Housing Options/ Tenancy Services	Protocols for checking and copying identify documents are established.	High	Dec-17	In progress	Oct-18		Identity Protocol drafted and being reviewed for compliance across service teams	NM/SDM
2	a	Repairs	Written procedures are prepared to define protocols and procedures for Compliance checks	High	Apr-18	In progress	TBC	(A) Following completion of the external review of gas and asbestos, a fire management review has been conducted and a fire management policy is due to be presented to the C, H &H committee on the 3/7/18. (B) In progress - The external review of our gas compliance procedures has bene completed and was found to be robust and appropriate. The external consultants are confirmed to be appointment for 1 month in-house to carry out further reviews and upskill key staff. (C) Complete, (D) complete, (E) in progress. The data cleansing is ongoing, further configeration/upgrade to keystone is required which has been authorised. Staff resource is being provided under managed repairs service with Basildon BC. (F) Complete, (H) complete	Fire Management Policy approved at C, H & H committee	RB/NM
	b	Repairs	Contractual arrangements for provision of gas and electrical checks are reviewed to establish independence between provision of checks and remedial works.	High		In progress			As previous update	RB/NM
	c	Repairs	In the absence of direct access to contractor systems by the Council, Contractors are required to provide copies of all current gas and electrical safety certificates	High		Complete			As March update - hard copies of documents are now received	RB/NM
	d	Repairs	Effective contract management is undertaken to ensure the contractors provide interfaces enabling Council access to systems and certificates as required by the contract.	High		Complete			As March update - Both contracts end in June 19 and a direct interface is no longer a viable option. Procurement of the new contract is underway and proposal is to use the incoming contractor system thereby not requiring an interface. Wates & Oakray provide regular information and on request	RB/NM
	e	Repairs	The housing management system is used for recording information relating to Compliance checks	High		Complete			The keystone system is now live and fully functional	RB/NM
	f	Repairs	Training is provided as required to ensure officers are able to maximise use of the housing management system.	High		Complete			Provided in accordance with the managed service provided by Basildon BC	RB/NM
	g	Repairs	Consideration is given to the inclusion of requirements for contractor provision of exception reporting on pending and overdue Compliance checks in future contracts.	High		Complete			As March update - We are currently undergoing the procurement exercise for the new R&M contract. Requirements for contractor provision of exception reporting on pending an doverdue compliance checks are included in the tender documents.	RB/NM

Appendix A

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	h	Tenancy Services	The Council determines arrangements for notifying the contractor of any sold properties for which compliance checks are no longer the Council's responsibility and for charging leaseholders where the Council retains any residual responsibility for these checks.	High		Complete			As March update - An automated housing asset list is issued to both contractors on a monthly basis. In addition the RTB Officer also notifies both contractors when a property is subject to RTB and then sold.	RB/NM
	i	Repairs	Risk assessments are carried out and recorded to ensure fire safety checks on blocks are scheduled at appropriate intervals.	High		In progress	Dec-18		Risk assessments for all high rise blocks and sheltered stock now complete. A programme of risk assessments for communal areas are now currently in progress. A Safety 1st programme is being prepared for 18/19.	RB/NM
	j	Repairs	Asbestos checks are carried out on all properties and records retained of the checks.	High		Complete			A 3 year programme for asbestos checks for all council properties is currently being prepared	RB/NM
	k	Repairs	The Council ensures that water risk assessments are carried out as required and that records are maintained of these checks for all housing types.	High		In progress	Dec-18		Water risk assessments are carried out on sheltered accommodation on a weekly basis. Water tanks have been identified at all flatted accommodation and a programme of inspections are due to begin	RB/NM
3	a	Repairs	Methods used to ensure contractor compliance with contract performance requirements, including completion and submission of information, should be strengthened. Such arrangements should also include penalty clauses for non-compliance	High	Apr-18	In progress	Ongoing	We now have a managed repairs service with Basildon BC, who have responsibility for all aspects of contract management. Interim arrangements have been made until the new Brentwood team are in place who will be employed by Basildon BC anticipated for September 18. We also have additional staffing resources based at Basildon provided, which include Asset Management, Compliance Management and I.T resources.	Progress being made on the Managed Repairs Service as advised in the Repairs report referred to Sept C, H & H committee	Progress being made on the Managed Repairs Service as advised in the Repairs report referred to Sept C, H & H committee
	b	Repairs	Effective, robust contract management arrangements are determined for Housing. Retention of documentation of contract management activity. Contractor performance and provision of performance information in accordance with the contract, including records of agreed action to resolve performance issues. Contractor provision of I.T interfaces and other contractual requirements in accordance with the contract. Where changes in contract provision are agreed by the Council, these are formally approved via the issue of Variation orders. Submission to the housing team of evidence in checks where they are required to be made by the Contractor. Requirements for the contractor to provide evidence of compliance with key contract requirements. Contract pricing protocols applied.	High	Apr-18	In progress	Ongoing		Progress being made on the Managed Repairs Service as advised in the Repairs report referred to Sept C, H & H committee	Progress being made on the Managed Repairs Service as advised in the Repairs report referred to Sept C, H & H committee
	c	Repairs	Payments to contractors should reflect the extent of provision of service against the agreed contract terms.	High		Complete			All payments are checked and authorised by the Repairs/Project Managers	Progress being made on the Managed Repairs Service as advised in the Repairs report referred to Sept C, H & H committee
	d	Repairs	Benchmarking of rates and uplifts is undertaken and where appropriate consideration is given to contract options (including negotiation or termination.)	High		In progress			Both contractors notified of Keegans being engaged to undertake an open book review	
4	a	Housing Options/ Tenancy Services	Pre-tenancy and in-tenancy check policies are established which include protocols to address tenancy fraud risks (covering application, subletting, succession, key selling, right to buy and right to acquire fraud), and which ensure compliance with Data Protection Act requirements.	Medium		Complete		Pre-tenancy checks are already in place and have recently been revised to include additional I.D checks. These new protocols have also been incorporated into other tenancy areas. Existing policies & procedures have been re-drafted and circulated to all staff	NA	AA/NM
	b	Housing Options/ Tenancy Services	Policies are communicated to staff, tenants and any delivery partners	Medium		Complete			As previous update	AA/NM

5	a	Tenancy Services	Arrears reporting is developed to include the age of debts, the cases at each key stage of recovery and additional management information is provided accordingly.	Medium	Oct 17	In progress	Oct-18	Debt Recovery Officer recruited who will have responsibility for developing and implementing processes around former tenant debts.	As previous update and 5b (below)	NM
	b	Tenancy Services	Management determine recovery protocols (to recover or write off former tenant arrears). This decision should be supported by additional management information on age of debts and action already taken and consideration could also be given to check against Council tax records or credit checks to enable tracing of former tenants.	Medium		In progress	Sep-18		Former Tenant Debt recovery policy drafted. Referred to September C, H & H committee for approval	NM
	c	Tenancy Services	The impact of delays in processing benefit claims and changes in circumstances is identified and where appropriate raised with the service provider.	Medium		Complete			With the introduction of Full Service Universal credit, as we now have a shared Revs&Bens service we have priority for access to the LA portal	NM
6	a	Tenancy Services	Right to Buy information is input to and managed via the Housing Management System, removing the need for duplication of input to a spreadsheet.	Medium	Oct 17	In progress	Oct-18		Working towards full compliance	NM
	b	Tenancy Services	Access permissions to the Housing Management system are reviewed to enable appropriate staff to identify the status of applications.	Medium		Complete			n/a	NM
7	a	Tenancy Services	Consideration is given to performing checks on previous Right to Buy applications to verify the applicant's entitlement to the Right to Buy discount.	Medium	Oct 17	Complete		Checks in process as recommended. All RTB applications are referred to the Council's Fraud Officer when submitted in order to assist in the prevention of fraudulent applications.	n/a	AA/NM
8	a	Repairs	Update the contract with the contracted surveyor visiting the property to record improvements made by the tenant, so that they undertake initial identity checks as part of this visit and report back their findings to the housing team.	Medium	Sept 17	Complete		The Council has recently appointed external surveyors/valuers which will also carry out RTB valuations/surveys	The Council's Fraud Officer carries out home visits for every RTB application and carries out the I.D checks	AA/NM
9	a	Tenancy Services/Leasehold	Leaseholder agreement storage is reviewed to ensure records including leaseholder agreements are retained for all properties.	Medium	April 18	In progress	Oct-18	Revised services charges - complete. In progress - Leaseholder module. The old version of the leaseholder module on Orchard will be deactivated w/b 18/6/18. Additional upgrading of the system will be included with the work that is currently underway with ICT which will create additional benefits to the module. A new arrears reporting system has been created which is automatically generated, which allows us to quickly highlight arrears cases.	Working towards full compliance	AA/NM
	b	Tenancy Services/Leasehold	Errors in data upload of estimated service charges to the Housing Management system are corrected and tenants reimbursed where overpayments have occurred.	Medium		In progress	Oct-18		Working towards full compliance	AA/NM
	c	Tenancy Services/Leasehold	Where adjustments are made to leaseholder service charges, these are identified clearly in all records to ensure transparency and enable reconciliation.	Medium		In progress	Oct-18		Working towards full compliance	AA/NM
	d	Tenancy Services/Leasehold	The spreadsheet maintained to determine apportionment of service charges to be invoiced to leaseholders is extended to include all properties to enable confirmation that tenants and leaseholders recharges are equivalent and that recharges equate to actual costs, and these reconciliations are performed on a regular basis.	Medium		In progress	Oct-18		Working towards full compliance	AA/NM
	e	Tenancy Services/Leasehold	Costs relating to responsive repairs which would not be permitted to be recharged to leaseholders are removed from the calculation determining the total to be apportioned across properties.	Medium		In progress	Oct-18		Working towards full compliance	AA/NM
	f	Tenancy Services/Leasehold	A Policy is maintained to enable determination of appropriate management service charges for apportionment	Medium		Complete			Service charge policy approved at September 17 committee	AA/NM
	g	Tenancy Services/Leasehold	Any adjustments required to service charges should be applied promptly to ensure accuracy of records and transparency of charging.	Medium		In progress	Oct-18		Working towards full compliance	AA/NM
10	a	Repairs	The Council reviews the scope of the compliance manager role and essential qualifications required to perform this role.	Medium	Apr-18	Complete		The BBC's Contracts Administrator reviews all requests for day to day repairs works exceeding £250.	Compliance Management is now provided by Basildon BC and external consultants.	RB/NM

	b	Repairs	Clear records are maintained of all surveys and inspections carried out, and these are retained in an accessible form (Such as on the Housing Management System)	Medium		Complete			All documents are now retained on the Keystone system	RB/NM
	c	Repairs	Where queries are raised for entries made on an EICR a process is developed to ensure they are followed up (and either the work or alternative work is commissioned, or the item is recorded as determined to be not required).	Medium		Complete			Compliance Management is now provided by Basildon BC and external consultants.	RB/NM
11	a	All	Enhance the Fair Processing Notice for matters relevant to the administration of social housing.	Low	Sep-17	In progress	Oct-18	The draft 'Fair Processing' statement has been drafted and is awaiting corporate approval	The draft 'Fair Processing' statement has been drafted and is awaiting corporate approval.	AA/SDM
12	a	Tenancy Services/Leasehold	Right to buy information and application forms are made available for download via the Council's website. Further efficiency could also be gained through integration between submitted applications and the Housing Management systems.	Low	Nov-17	Complete		The website page has been updated and a PDF form is available to download on line for tenants.	n/a	AA/NM

Nov-17

Page 54	1	a	All	Introduce robust information and records management in accordance with ICO guidance, including development of records management, policy covering retention, security, destruction, and data protection.	High	Aug 18	In progress	Dec-18	DMS system live, new records are held electronically, HPA2 live which is the homelessness module on Locata. Housing register module went live on 4/6/18, documents received in paper form are scanned onto relevant I.T system and destroyed.	Currently under wider corporate review	AA/SDM
		b	All	Identify the Housing records to be maintained and retention periods, and review arrangements for their storage and retrieval - consider use of the Housing DMS or a Corporate alternative supporting customer relationship management. Refer to Retention guidelines for Local Authorities and policies adopted by other Local Authorities).	High		In progress			Retention periods for documents are currently being reviewed as part of the wider corporate review	AA/SDM
		c	All	Provide training and generally raise staff awareness of the Data Protection Act and the General Data Protection Regulations, in particular ensure staff do not record opinions, and that records contain appropriate information.	High	Aug 18	Complete		All Staff have completed mandatory GDPR training	n/a	AA/SDM
	2	a	Tenancy Services	Develop an Estate Management Strategy and procedure	High	April 18	Complete		Estate Management Strategy approved at March committee. Inspections carried out every 6 weeks, which are reviewed at the following inspection. The HM and H&S Manager will be considering the use of an alternative I.T solution for inspections/monitoring by the use of an app based Housemark system and Keystone.	n/a	AA/NM
		b	Tenancy Services	Determine Estate Management inspection protocols and carry out inspections accordingly	High	April 18	Complete			n/a	AA/NM
		c	Tenancy Services	Train Housing Staff to conduct Estate Management inspections	High	April 18	Complete			n/a	AA/NM
		d	Tenancy Services	Prepare checklists to support Housing Staff conducting inspections (including for first day of tenancy (such as ensuring a working fire alarm) and for ongoing checks	High	April 18	Complete			n/a	AA/NM
		e	Tenancy Services	Consider use of technology to improve recording of issues identified, sharing data as appropriate, and monitoring of resolution	High	April 18	In progress	TBC		Working towards compliance	AA/NM
		f	Tenancy Services	Develop reporting arrangements for other Council staff already working in the borough to report estates issues	High	April 18	Complete			n/a	AA/NM
	3	a	Housing Strategy	A working protocol is agreed between the Housing Team and the Asset team to enable an approach reflecting the needs of both teams, and providing clarity on the impact of actions by teams on other areas of the Council's operations	Medium	Sept 18	In progress		The asset review is still ongoing. The keystone configuration has been completed and a data cleansing exercise is ongoing. Further IT configuration is required, and a staff resource has been identified to carry out this work.	Working towards compliance	AA/NM/VP
		b	Housing Strategy	Determine the rules of Council land and property assets are to be allocated between the HRA and the General Fund	Medium	Sept 18	In progress			Working towards compliance	AA/NM/VP

	c	Housing Strategy	Review all Council land and property assest are to be allocated in accordance with above.	Medium		In progress			Currently under wider corporate review	AA/NM/VP
	d	Housing Strategy	Review options for maintenance of Asset related records, to determine feasibility of implementing a combined system, or links between systems to enable efficient update of records	Medium		Complete			Working towards compliance	AA/NM/VP
	e	Housing Strategy	Build resilience by ensuring the Assets system records are capable of being accessed by more than one member of staff. If access issues relate to the system no longer being supported or incompatible with current Council technology, an alternative system should be sought (in line with (d)).	Medium		Complete			Working towards compliance	AA/NM/VP
	f	Housing Strategy	If records continue to be maintained separately, ensure there is a regular check between the Assets team records and the Housing system	Medium		Complete			n/a	AA/NM/VP
	g	Tenancy Services/ Leasehold	Until the Council has assurance over the accuracy of records of Right to Buy properties, additional cross checks are made from the Finance records of Right to Buy income or property purchases to the Housing asset records on the Orchard system	Medium		In progress			Working towards compliance	AA/NM/VP
4	a	Repairs	Define parameters and protocols for cyclical and responsive repairs and replacement, and implement a programme and inspection regime reflecting these protocols	Medium	Sept 18	In progress		Managed repair service now live. Keystone information is currently being data cleansed and system upgdgraded to provide future programmes. Interim measures now in place to develop work programmes and appropriate Basildon staff in place. A number of reviews have been carried out which include gas , asbestos and fire management. The review for legionella is about to commence. From the reviews carried out to date, these have informed the preparation of work programmes where compliancy is the immediate priority.	Ongoing cross-departmental work	Sue White (Risk and Insurnace officer)
	b	Repairs	Develop system reports to reflect defined protocols.	Medium	Sept 18	In progress			Ongoing cross-departmental work	Kim Anderson (Partnership Leisure and Funding Manager)
	c	Repairs	Ensure remaining Stock Condition Survey information is received and uploaded, and reports produced as finined in (a)	Medium	Sept 18	Complete			N/A	NM/RB/VP
	d	Repairs	Agree timetable with contractors to resolve issues relating to links between the Council and Contractor systems to ensure the Council has current information on works completed	Medium	Sept 18	Complete			N/A	
	e	Repairs	Develop processes for monitoring against protocols for cyclical and responsive repairs.	Medium	Sept 18	Complete			N/A	
5	a	Tenancy Services	Review the corporate ASB strategy to ensure it remains appropriate and up to date, and provides clarity for staff on the protocols for managing ASBs including addressing the source issues such as through Housing Estates Management.	Medium	Sept 18	In progress		All ASB issues that are estate or tenancy related are referred to the ASB Officer (secondment), these are investigated jointly with the Housing Officers/Manager.	Ongoing cross-departmental work	NM/TL
	b	Tenancy Services	Link the ASB strategy on the Council's website to the Community Safety and Housing team pages	Medium	Sept 18	In progress			Ongoing cross-departmental work	NM/TL
	c	Tenancy Services	Consider use of a system (such as the Uniform system) for the recording of ASBs, and develop linking of ASB and Housing system data to enable reporting on tenancy issues and ASBs to facilitate improved management of the source of issues.	Medium	Sept 18	In progress			Ongoing cross-departmental work	NM/TL
6	a	All	Add indicators to the Housing Management system to clearly flag vulnerable tenants and those for whom Power of Attorney is inacted.	Medium	Jan 18	Complete		Complete	n/a	AA/NM/VP
	b	Tenancy Services/ Housing Options	Where Power of Attorney has been enacted, correspondence name fields on the Housing system are addressed to XX PoA for YY.	Medium	Jan 18	Complete			n/a	AA/NM/VP

7	a	Tenancy Services	Automate the process of uploading All Pay payments to the cash receipting system.	Medium	Sept 18	Complete		Complete	n/a	AA/NM/VP
8	a	Tenancy Services	Housing staff are informed that accounts in credit are a potential indicator of fraud.	Medium	April 18	Complete		Complete	n/a	AA/NM/VP
	b	Tenancy Services	Periodic checks are made on credit accounts by Housing staff, giving consideration to fraud risks.	Medium	April 18	Complete		Complete	n/a	AA/NM/VP
	c	Tenancy Services	The process for transferring credits is reviewed to identify options for efficiency through automation and streamlining.	Medium	April 18	Complete		Complete	n/a	AA/NM/VP
9	a	Tenancy Services	The Housing team document the regular reports run from the Housing system, identifying the recipient(s), to ensure checks and provision of management information is continued following the departure of the officer currently running these reports	Low	Jan 18	Complete		Complete	n/a	AA/NM/VP

4 December 2018

Community, Health and Housing Committee

Rent Setting 2019/2020

Report of: *Phoebe Barnes, Interim Financial Controller*

Wards Affected: *All*

This report is: *Public*

1. Executive Summary

- 1.1 This report seeks the recommendations of the Community, Health and Housing Committee on the proposed rent levels for 2019/20.
- 1.2 The recommendations will be considered by the Policy, Projects and Resources Committee when the final recommendation will be made as part of the budget setting process. The final decision will be made by Ordinary Council on the 28th February 2019.

2. Recommendation(s)

It is recommended that the Community, Health and Housing Committee agree:

- 2.1 **To decrease Rent by 1% from April 2019.**
- 2.2 **That Shared Ownership rent be increased by CPI + 1%.**
- 2.3 **To increase General Fund Property Rents by CPI + 1%.**
- 2.4 **To apply a 1% increase to Garage Rents.**
- 2.5 **To note that Service charges have been reconciled and charges have been increased or decreased so they are brought in line with actual costs and that no increase will exceed CPI + 1%.**
- 2.6 **To apply the formula rent to all new tenancies from April 2019/20.**
- 2.7 **To note that all rents, excluding garage rents, will be charged at CPI + 1% from 2020/21 for the next 5 years.**

3. Introduction and Background

- 3.1 In summer budget of 2015, Government announced that rents in the social housing sector would reduce by 1% every year, for the next four years from 2016/17.
- 3.2 From April 2016, the Council has had to apply a 1% reduction to all social housing apart from supported housing. Based on guidance issued from the Government, Supported Housing rents could have been increased by CPI + 1% for 2016/17 only and then decreased by 1% for the following 3 years. However, for 2016/17 the Council agreed to freeze Supported Housing Rents at the 2015/16 level rather than increase or decrease them. From April 2017 all rents have been decreased by 1%.
- 3.3 For 2019/20 all rents including Supported Housing and Affordable Rents will be decreased by 1%.
- 3.4 Shared Ownership properties are excluded from the 1% decrease and therefore the rent can be increased by CPI + 1%. The council currently has 15 Shared Ownership Properties of which the Council owns 50% of the property on 13 properties, 30% on 1 property and 40% on another property. The current average rent for a shared ownership property is £37.89. The average rent in 2019/20 will be £39.10 (an increase of 3.2%). CPI in September 2018 was 2.2%.
- 3.5 For background the recent average rent increases have been:
- 2013/14 3.99%
 - 2014/15 5.90%
 - 2015/16 2.20%
 - 2016/17 -1.00%
 - 2017/18 -1.00%
 - 2018/19 -1.00%
 - 2019/20 -1.00%
- 3.6 The Council has 9 properties that are in the General Fund and are rented on tenancies. The rents on these properties are not set by Government Guidelines as the properties are not for Social Housing Purposes. However, it is proposed to set the rents in line with Shared Ownership Rents at an increase of CPI + 1%
- 3.7 The average weekly rent for the 9 General Fund properties are £107.18. This would increase to £110.61.
- 3.8 Garage Rents are let to tenants and other public interest, as well as on a commercial basis. Garage Rents were increased by 3% for 2018/19 as the last increase was in 2014/15. It is proposed to increase the Rents by 1%.

- 3.9 The garage sites are under review as potential sites to be redeveloped into Affordable Housing. The Council has successfully developed 2 garage sites at Magdalen Gardens and Fawtens Close to provide Affordable Housing within the Borough.
- 3.10 The Council in total currently has 20 homes that are let at Affordable Rents. These rents are set against the Affordable Rents Policy. Proposals are to decrease these rents already set by 1%.
- 3.11 Currently, the average weekly rent for Affordable rents are £173.34, proposals would see this decrease to £171.6.

4. Issue, Options and Analysis of Options

- 4.1 The 1% reduction is in line with the rent setting policy as per the previous year and as recommended by Government Guidelines.
- 4.2 Formula rents are replacing target rents and are calculated using a pre-set formula which incorporates local housing values, local earnings of resident's average rents and the number of bedrooms to each property.
- 4.3 Landlords are encouraged to re-let vacant properties at the formula rent. Formula Rent is to be reduced by 1%. Landlords have the added option of being able to charge a 5% margin (10% for sheltered housing) above formula rent and remain within the guidelines – but only on new tenancies.
- 4.4 The average rent decrease will be 1%. This will be equal to an average rent decrease of £0.91 per resident per week for those on Social Housing Rent. Affordable Rents will decrease on average by £1.73 per week.
- 4.5 From 2020/21 the Government has proposed to allow Councils to increase rents by CPI + 1% for 5 years. This is a welcomed response from Council's nationwide as it gives Council's the stability and certainty it needs to build more desperately needed new homes and to invest in their existing homes and services for tenants.
- 4.6 Having modelled the rent reductions into the HRA Business Plan early indications show that the HRA will make a deficit of £285k for 2019/20.
- 4.7 Historically, the Council has increased fees and charges in line with inflation (currently projected at 3% per annum). This is to reflect that the costs of running the service will rise by approx. 3%, and therefore we try and maintain Service Charges, fees and charges at the same level.
- 4.8 The current Service Charge Policy ensures that services supplied are cost recoverable. Any increases to current Service Charges, will be capped at CPI plus 1% as recommended in the Governments guidance. Tenants will be informed in due course regarding charges made to their current service

charges. The financial impact of any Service Charge increases will be built into the final budget setting process for the HRA.

4.9 The annual rent income to the HRA for 2019/20 is £11,677,115 (gross). A 0.5% void allowance is applied, budgeting a net annual income of £11,619,774.

4.10 This annual rental income is broken down as follows:

Table 1 – 2019/20 Annual Rental Income

Rental Income	Amount £
Social Housing Rent	11,468,139
Affordable Housing Rent	178,476
Shared Ownership Rent	30,500
Void Allowance	(57,341)
Gross Rent Total	11,677,115
Net Rent Total	11,619,774

4.11 The annual garage rent income to the HRA for 2019/20 is £548,718 (gross). A 30% void allowance is applied, budgeting a net annual income of £384,102.

4.12 The garage void allowance is high, due to the garage sites that are hard to let out or have low demand. These sites are being reviewed to develop into Affordable Housing.

5. Reasons for Recommendation

5.1 The recommendation is to follow the guideline 1% decrease 2019/20 and to note that rents from 20/21 will be increased by CPI plus 1%.

5.2 The following assumptions have been taken into account when considering the Rent Setting for 2019:

- The financial viability of the HRA business plan
- Provision for a repair's capital programme
- Development funding for new homes
- No allowance has been made for growth bids
- Affordability for tenants

6. Consultation

6.1 The current proposals will be taken to Tenants Talkback group on 11th December to discuss the proposed rent setting for 2019/20.

6.2 Service Charges will also be taken on the same date, to discuss the charges and any increases/decreases proposed.

7. Reference to Corporate Plan

- 7.1 The Council has a legal obligation to produce a balanced HRA budget and to set the Housing Rent levels for 2019/20.

8. Financial Implications

Name & Title: Jacqueline Van Mellaerts, Interim Chief Finance Officer

Tel & Email: 01277 312500/jacqueline.vanmellaerts@brentwood.gov.uk

- 8.1 The impact of the changes to the rent levels are outlined in the report. The government recommendation to decrease rents by 1% for the 4 years starting 1 April 2016 does impact on the anticipated surplus/deficit on the HRA Business Plan.
- 8.2 The increase to rents from 2020 is a welcomed one. This allows the HRA to have certainty around rent setting and the Business Plan for the next 5 years.
- 8.3 Currently, the HRA budget for 2019/20 is proposing a deficit balance to be funded from working balances. The 1% decrease in rents since April 2016 contributes a significant impact towards this deficit balance. Officers are currently working through the budget setting process to refine and improve the current forecast position. The final position on the HRA will be considered at Policy, Performance and Resources, to then be agreed at Ordinary Council.

Legal Implications

Name & Title: Paula Harvey, Corporate Governance Solicitor & Deputy Monitoring Officer

Tel & Email: 01277 312500/paula.harvey@brentwood.gov.uk

- 8.2 The recommendations within this report are lawful and within the Council's powers and duties. The Council has duties within an existing legal framework to set and approve rents and to keep a separate HRA account and ensure that the account does not go into deficit. The Council's budget-setting process is set out in the Constitution.

9. Background Papers

- 9.1 Background papers are kept in the finance department.

10. Appendices to this report

- 10.1 None

Report Author Contact Details:

Name: Phoebe Barnes, Interim Financial Controller

Telephone: 01277 312839

E mail: phoebe.barnes@brentwood.gov.uk

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4 December 2018

Community, Health and Housing Committee

Fees and Charges – 2019/20

Report of: *Phoebe Barnes, Interim Financial Controller*

Wards Affected: *All Brentwood Borough Wards*

This report is: *Public report*

1. Executive Summary

- 1.1. Fees and charges made by the Council for various services are reviewed on an annual basis by the relevant Committees relating to the services provided.
- 1.2. Recommended amendments to the fees and charges are incorporated into the budget setting process to take effect from the following financial year.

2. Recommendation

- 2.1 That Members agree to the proposed fees & charges for 2019/20 as attached in Appendix A-H subject to the budget setting process.**

3. Introduction and Background

- 3.1. The Council has a number of fees and charges relating to the services it provides. As part of the budget setting process, these charges are reviewed on an annual basis. Whilst some of the fees and charges are statutory, and therefore determined through legislation, the Council must also review its charges for discretionary services to ensure that they reflect the current costs of service provision.
- 3.2. The individual charges that are being proposed are set out in Appendix A, B and C of this report.

4. Issues, Options and Analysis of Options

- 4.1. The propose fees are based on a calculation of the costs involved in administering the various areas of work, apart from where there is a statutory charge or where the fees are set by Government.

- 4.2. The Council where possible will adopt a full cost recovery of fees and charges.
- 4.3. This year, the Council has undertaken a benchmarking exercise of all Fees & Charges. Fees & Charges where possible, have been compared against other Local Authorities within Essex as well as Local Businesses, if similar charges apply.

4.4. Below is a summary of each appendix regarding Fees & Charges proposals for 2019/20.

4.5. **Community Events**

These charges are full cost recovery. The current charges were benchmarked against other similar events in the vicinity, therefore charges have been rounded to the nearest £5 to make processing of payments easier for events.

Community Alarms

4.6. Currently, the service is undergoing a review exercise that has not yet been finalised. This exercise is to inform the charges going forward from 1st April 2019 and is due to be complete by the end of December 2018.

4.7. Proposed charges will be reported to Policy, Projects and Resources on 5th February 2019, so that the new fees & charges can be included in the proposed budget. The Chair and vice-chair of Community, Health & Housing will be consulted on the proposed fees before they are taken to Policy, Projects & Resources.

Homelessness

4.8. Costs have been reflected to ensure costs incurred by the Council are reflected in the recharges to tenants.

HRA Estates

4.9. Charges are to remain the same as they cover the costs incurred. However, storage for evictions is to increase by 1% inline with the proposal of increasing garage rents by 1%

HRA Repairs

4.10. Rechargeable Repairs charges reflect the cost the Council incurs from contractors.

- 4.11. Other repairs deemed re-chargeable reflects the charging Environment and Housing Committee approved on 23rd September 2015. The purpose of this pricing mechanism was to reduce the amount the Council is subsidising and encouraging tenants to be more aware and responsible for their property.

HRA Leaseholders

- 4.12. Fees and Charges have been altered to reflect the costs incurred by the Council to ensure there is full cost recovery.

Housing Standards

- 4.13. These charges are charges for full cost recovery, there is no proposed change as the current charge recovers the full cost of administering.

Golf Course

- 4.14. The benchmarking exercised carried out, established that Hartwood Golf Course is well placed in the middle of the target market area.
- 4.15. Based on the benchmarking exercise, proposals are to increase membership by 3%, this is to reflect the increase in costs to maintain the course.
- 4.16. A new membership is to be introduced to target the Under 25 golfers by introducing this new charge of £550 for a 7-day Annual season ticket, the Council hopes to target a greater market share, with the introduction of this fee.
- 4.17. It is proposed to remove 20 Round Ticket from 2019, this is to encourage membership by purchasing season tickets.
- 4.18. Green Fees are to be held at current price so that the course remains competitive with surrounding courses.

Open Spaces

- 4.19. Proposal that all the current Fees & Charges are increased by 3%, This is to reflect the increase in costs to maintain and provide services for Open Spaces in the Borough.
- 4.20. This increase has been benchmarked against other authorities. This increase is considered to be appropriate as it reflects the cost of the service provided, as well as ensuring the fees are not unaffordable.

5. Reasons for Recommendation

- 5.1 Officers review the fees and charges annually and this will be used to inform the 2019/20 budget setting process.

6. References to Council Priorities

- 6.1 To ensure the provision of efficient and effective services to our residents and businesses.

7. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts, Interim Chief Finance Officer

Tel & Email 01277 312829 jacquelinevanmellearts@brentwood.gov.uk

- 7.1 All costs associated with providing chargeable services have been reviewed in order to ensure, fees & charges are fully cost recoverable.
- 7.2 The benchmarking exercise ensures fees & charges are competitive and affordable.
- 7.3 The fees referred to in this report will inform the 2019/20 budget setting process.

Legal Implications

Name & Title: Daniel Toohey, Head of Legal Services and Monitoring Officer

Tel & Email: 01277 312860/daniel.toohey@brentwood.gov.uk

- 7.4 The recommendations set out within this report are lawful and within the Council's powers and duties. There is an existing legal framework for charging for discretionary services including s93 Local Government Act 2003 and s1 Localism Act 2011 ('the general power of competence'). Where the fee is not prescribed by statute, the Council can set its own charges. As a general rule, those charges should not exceed the cost of providing the service.
- 7.5 Decision makers must have due regard to the Council's statutory duty under the Equality Act 2010 to eliminate unlawful discrimination and advance equality of opportunity between applicants. This includes where the Council sets fees and charges.

8. Appendices

- Appendix A - Proposed fees and charges – Community Events
- Appendix B - Proposed fees and charges – Homelessness
- Appendix C - Proposed fees and charges - Housing Revenue Account (HRA) Estates

- Appendix D - Proposed fees and charges – Housing Revenue Account (HRA) Rechargeable Repairs
- Appendix E - Proposed fees and charges – Housing Revenue Account (HRA) Leaseholders
- Appendix F - Proposed fees and charges – Housing Standards
- Appendix G - Proposed fees and charges – Golf Course
- Appendix H - Proposed fees and charges – Open Spaces

Report Author Contact Details:

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Appendix A

COMMUNITY HEALTH AND HOUSING FEES & CHARGES SCHEDULE FROM 1 APRIL 2019

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2018-March 2019		CHARGES April 2019-March 2020	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: COMMUNITY INITIATIVES AND PARTNERSHIPS

CHARGING AREA: COMMUNITY EVENTS

Stallholder Pitch fees per 3 x 3m pitch

Lighting Up Brentwood - £30 street trading licence is included with the fees

Catering Unit - serving food e.g burgers, hot dogs etc.	E	D	154.50	154.50	155.00	155.00
Catering Unit - serving alcohol <i>(new category from 2018/19)</i>	E	D	154.50	154.50	155.00	155.00
Large Business - more than 10 employees	E	D	123.60	123.60	125.00	125.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	82.40	82.40	85.00	85.00
Small business - less than 10 employees	E	D	82.40	82.40	85.00	85.00
Crafters and Artists - all hand made by the seller	E	D	51.50	51.50	55.00	55.00
Registered charity	E	D	41.20	41.20	45.00	45.00

Strawberry Fair and other Community Events

Catering Unit - serving food e.g. Burgers, hot dogs etc.	E	D	123.60	123.60	125.00	125.00
Catering Unit - serving alcohol <i>(new category from 2018/19)</i>	E	D	123.60	123.60	125.00	125.00
Large business - more than 10 employees	E	D	92.70	92.70	95.00	95.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	60.00	60.00	60.00	60.00
Small business - less than 10 employees	E	D	60.00	60.00	60.00	60.00
Crafters and Artists - all handmade by the seller	E	D	30.90	30.90	35.00	35.00
Registered charity	E	D	30.90	30.90	35.00	35.00
Ice Cream Van (Exclusive) - Strawberry Fair	E	D	412.00	412.00	420.00	420.00
Ice Cream Van (Exclusive) - Family Fun Days	E	D	154.50	154.50	155.00	155.00
Face Painters (any event)	E	D	61.80	61.80	65.00	65.00

Family Fun Days

Wristbands - Rides and Bouncy castles	Per Child	E	D	3.50	3.50	3.50	3.50
Stalls - selling children's pocket money gifts and toys (new category)		E	D	15.00	15.00	15.00	15.00
Sole catering unit out to tender						Tender**	Tender**

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Appendix B

COMMUNITY HEALTH AND HOUSING FEES & CHARGES SCHEDULE FROM 1 APRIL 2019

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHAF
			April 2018-March 2019 Excl VAT	Inc VAT	April 2019-M Excl VAT

SERVICE AREA: HOMELESSNESS

CHARGING AREA: RECHARGES TO TENANTS

Recharges to Tenants

Daily Bed and Breakfast Room Charge	O	D	£40 - £85	£40 - £85	£25 - £85
Amenity Charge 1 person household per day	O	D	3.00	3.00	2.89
Amenity Charge 2 person household per day	O	D	0.00	0.00	3.37
Amenity Charge 3 person household per day	O	D	0.00	0.00	3.84
Amenity Charge 4 person household per day	O	D	0.00	0.00	4.31
Amenity Charge 5 person household per day	O	D	0.00	0.00	4.78
Amenity Charge Additional persons per day	O	D	0.00	0.00	0.48
Removals					
Furniture					
Storage - Homeless					
	Minimum	S	D	Cost Price	Cost Price
		S	D	Cost Price	Cost Price
		S	D	Cost Price	Cost Price

RGES
March 2020
Inc VAT

£25 - £85
2.89
3.37
3.84
4.31
4.78
0.48
Cost Price
Cost Price
Cost Price

Appendix C

**ENVIRONMENT AND HOUSING MANAGEMENT
FEES & CHARGES SCHEDULE FROM 1 APRIL 2019**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2018-March 2019		CHARGES April 2019-March 2020	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: ESTATES

Housing Estates

Storage - Evictions	Per week	S	D	11.42	13.70	11.53	13.83
Copying of Housefile		O	D	10.00	10.00	10.00	10.00
Copying of Tenancy Agreement		O	D	10.00	10.00	10.00	10.00
Garage Clearance		S	D	125.00	150.00	125.00	150.00
Property Clearance 1 or 2 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Property Clearance 3 or 4 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Bulk Waste Removal per item	Min 2 items	O	D	10.50	10.50	10.50	10.50

Tenancy Management

Court Costs	Average	O	D	376.00	376.00	376.00	376.00
Gas Servicing Warrant Fee		O	D	20.00	24.00	20.00	20.00
Gas Servicing Warrant Enforcement		S	D	35.00	42.00	35.00	42.00
Forced entry		S	D	65.00	78.00	65.00	78.00
Administration Charge		S	D	10.00	12.00	10.00	12.00

0.01 Increased in line with anticipated garage charges

Appendix D

ENVIRONMENT AND HOUSING MANAGEMENT FEES & CHARGES SCHEDULE FROM 1 APRIL 2019

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2018-March 2019		April 2019-March 2020	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: REPAIRS

Note: Pricing Mechanism: Cost Price - 15% rounded to the nearest £5 the % reduction will reduce by 5% each year until the full cost is recovered

Rechargeable Repairs

Replacement Key/Key Fob	S	D	10.00	12.00	10.00	12.00
Lock Change	S	D	65.00	78.00	65.00	78.00
Single Glaze Window Replacement upto 1 Square Metre	S	D	50.00	60.00	77.00	92.40
Single Glaze Window Replacement over 1 Square Metre	S	D	75.00	90.00	85.00	102.00
Double Glazed Window Replacement upto 1 Square Metre	S	D	85.00	102.00	125.00	150.00
Double Glazed Window Replacement over 1 Square Metre	S	D	125.00	150.00	125.00	150.00
Internal Fire door Replacement	S	D	125.00	150.00	180.00	216.00
External Door Replacement	S	D	600.00	720.00	600.00	720.00
Paint Pack	S	D	70.00	84.00	70.00	84.00
Correction of Unauthorised Alterations (Where Tenants have conducted works without the permission of the Council and retrospective permission can not be granted)	S	D	Cost Price	Cost Price	Cost Price	Cost Price
Any other repair deemed re-chargeable	S	D	Cost Price less 20%	Cost Price less 20%	Cost Price less 15%	Cost Price less 15%

Appendix E

**ENVIRONMENT AND HOUSING MANAGEMENT
FEES & CHARGES SCHEDULE FROM 1 APRIL 2019**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2018-March 2019		CHARGES April 2019-March 2020	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: LEASEHOLDERS

Leaseholders

Leasehold Information Pack (LPE1)	S	D	309.00	370.80	125.00	150.00
Leasehold Alterations Consent	S	D	123.58	148.30	125.00	150.00
Leasehold property valuations (request for amendment)	S	D	Cost Price	Cost Price	Cost Price	Cost Price
Registration of Notices	O	D	51.50	61.80	55.00	55.00

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Appendix F

**COMMUNITY HEALTH AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2019**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2018-March 2019		CHARGES April 2019-March 2020	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES

CHARGING AREA: HOUSES IN MULTIPLE OCCUPATION AND HOUSING ACT NOTICES

Houses in Multiple Occupation

New licence - 5 years	O	D	840.00	840.00	840.00	840.00
Renewal of licence - 5 years	O	D	570.00	570.00	570.00	570.00

Housing Act Notices

Issuing notices under Housing Acts	E	D	230.00	230.00	230.00	230.00
Immigration Survey checks	E	D	80.00	80.00	80.00	80.00

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Appendix G

COMMUNITY HEALTH AND HOUSING FEES & CHARGES SCHEDULE FROM 1 APRIL 2019

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2018-March 2019		April 2019-March 2020	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: GOLF COURSE

CHARGING AREA: GOLF COURSE

The Council applied the Sports VAT Exemption with effect 01/10/2018. Prior to this, fees would have included VAT at the standard rate.

Annual Season Ticket

7 day Adult	E	D	715.00	715.00	737.00	737.00
7 day Junior (under 17)	E	D	52.00	52.00	54.00	54.00
7 day Intermediate (under 25)	E	D	N/A	N/A	550.00	550.00
5 day Adult	Mon - Fri	E D	602.00	602.00	621.00	621.00
5 day Concessionary	Mon - Fri	E D	488.00	488.00	503.00	503.00

20 Round Ticket (Life of one year from purchase) - Proposed to remove in 2019

7 day Adult	E	D	363.00	363.00	N/A	N/A
5 day Adult	Mon - Fri	E D	255.00	255.00	N/A	N/A
5 day Concessionary	Mon - Fri	E D	182.00	182.00	N/A	N/A

Weekday

Per Round - 18 holes - Adult	E	D	19.00	19.00	19.00	19.00
Per Round - 18 holes - Junior (under 17) & OAPs	E	D	16.00	16.00	16.00	16.00

Weekends and Public Holidays

Per Round - 18 holes - Adult	E	D	25.00	25.00	25.00	25.00
Juniors (under 17) & OAP's	After 1pm	E D	16.00	16.00	16.00	16.00

Other Charges

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Appendix H

COMMUNITY HEALTH AND HOUSING FEES & CHARGES SCHEDULE FROM 1 APRIL 2019

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2018-March 2019		April 2019-March 2020	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OPEN SPACES

CHARGING AREA: SPORTS FACILITIES AND OPEN SPACES

The Council applied the Sports VAT Exemption with effect 01/10/2018. Prior to this, fees not meeting the block booking requirements would have included VAT at the standard rate.

Football & Rugby

King George's Playing Field & Warley Playing Fields (with Changing Facilities)

Pitch & Pavilion - Fortnightly - Adult - Season	Sunday/Bank Holidays	E	D	1,007.00	1,007.00	1,038.00	1,038.00
Pitch & Pavilion - Fortnightly - Adult - Season	Other Days	E	D	985.00	985.00	1,015.00	1,015.00

Pitch & Pavilion - Weekly - Adult - Season	Sunday/Bank Holidays	E	D	2,014.00	2,014.00	2,075.00	2,075.00
Pitch & Pavilion - Weekly - Adult - Season	Other Days	E	D	1,966.00	1,966.00	2,025.00	2,025.00

Occasional Matches - Adult	Any Day	E	D	99.00	99.00	102.00	102.00
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Other Playing Fields (No Changing Facilities)

Pitch - Fortnightly - Adult - Season	Any Day	E	D	639.00	639.00	659.00	659.00
Pitch - Weekly - Adult - Season	Any Day	E	D	1,274.00	1,274.00	1,313.00	1,313.00

Junior Matches All Sites (No Changing Facilities)

Pitch - Fortnightly - Junior - Season	Any Day	E	D	350.00	350.00	361.00	361.00
Pitch - Weekly - Junior - Season	Any Day	E	D	698.00	698.00	719.00	719.00

Occasional Matches (No Changing Facilities)

Adult	Any Day	E	D	62.00	62.00	64.00	64.00
Juniors (under17)	Any Day	E	D	37.00	37.00	39.00	39.00

Mini Soccer - All Sites (No Changing Facilities)

Seasonal Booking every week	Weekly	E	D	369.00	369.00	381.00	381.00
Occasional	Any Day	E	D	32.00	32.00	33.00	33.00

Bowling Greens

Bowls - Season	Adult	E	D	152.00	152.00	157.00	157.00
Bowls - Season	Juniors/OAP's	E	D	96.00	96.00	99.00	99.00
Match Reservations + per rink (inclusive of visitors fees non returnable)	Club Charges	E	D	5.20	5.20	6.00	6.00
Other Reservations (not inclusive of visitors fees non returnable)	Club Charges	E	D	3.10	3.10	4.00	4.00

Large Open spaces with facilities (King Georges Playing Field and The Brentwood Centre)

Large Events - more than 1/2 field with £5 or more admission fee		E	D	2,165.00	2,165.00	2,230.00	2,230.00
Medium Events - less than 1/2 field and less than £5 admission fee		E	D	758.00	758.00	781.00	781.00
Small Events - less than 1/4 field		E	D	325.00	325.00	335.00	335.00
Keep Fit sessions - No cordoning off of field	Single	S	D	32.50	39.00	41.00	41.00
Keep Fit sessions - No cordoning off of field	Annual	S	D	132.50	159.00	164.00	164.00
Litter picking post event		S	D	81.67	98.00	101.00	101.00
Non commercial or charitable events (following approval by ward members) 50% discount							

Note - Block bookings of large events of 10 or more in a 12 month period will be eligible for a 25% discount on the above.

Other Open Spaces

Open Space (following approval by Ward members)	Daily Charge	E	D	325.00	325.00	335.00	335.00
Filming Rights - No defined area	Open Space Only	S	D	N/A	N/A	N/A	N/A
Filming Location Fee (subject to conditions & credits)	Open Space Only	S	D	166.67	200.00	166.67	206.00
Repeat Fee - 1% of original fee							

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4 December 2018

Community, Health and Housing Committee

Requests By Shenfield Cricket Club for Additional Fixtures of Courage Playing Fields Park Field

Report of: *Stuart Anderson – Deputy Operations Manager*

Wards Affected: *Shenfield*

This report is: *Public*

1. Executive Summary

- 1.1 As Members will be aware, Shenfield Cricket Club use two areas at Courage Playing Fields [see appendix A], the first is the clubs original field on the land and is the field named in the 1950 deed of gift as the “Cricket ground situate upon the property”.
- 1.2 The 27th February 1950 deed of gift makes one reference to the Shenfield Cricket Club “*allow the Shenfield Cricket Club to have use of the cricket ground situate upon the property for so long as the Shenfield Cricket Club remains in existence and upon such reasonable terms as have been and as may from time to time be agreed between the Council and the Shenfield Cricket Club*”.
- 1.3 The second field is the main park field and permission was granted by the Council via the Leisure, Recreation and Arts Committee on the 27th September 1993 for the club to establish a second cricket square on site due to the increase in playing members at the club.
- 1.4 This permission was granted with conditions, two of which were that the facility should be used for cricket on one day of the weekend and the other that the permission be reviewed at a later date [min. 304].
- 1.5 Each year, prior to the season starting, the club submit to the Council a list of fixtures for that season that are due to be played on the [second] main park field.
- 1.6 In recent years the list of fixtures has increased in number and two seasons ago the club requested use of the field on both days of the weekend so that it could take part in an initiative to introduce young

children to the sport of cricket, this has meant that the Council's permission has been needed before fixtures could go ahead.

- 1.7 Due to the timing of when fixtures are released by the respective leagues against the calendar of Committee meetings it has not always been possible to grant the club permission for all the requested fixtures in time before the season commences.

2. Recommendation

- 2.1 That members delegate authority to the Chief Operating Officer in conjunction with the Chair of Committee to approve the fixtures list submitted by Shenfield Cricket Club for the use of the main park field at Courage Playing Fields prior to the commencement of each season.**

3. Introduction and Background

- 3.1 The land was conveyed to the Council by the Courage family by two deeds of Gift dated 27th February 1950 pursuant to section 268 of the Local Government Act 1933, to hold and administer the property for the purposes of Public Open Space, recreation grounds and playing fields.
- 3.2 A second deed of gift dated 5th October 1951 dealt with a smaller piece of land adjacent to the St Mary's School.
- 3.3 The Council has title to this land under registration No EX762070 and are therefore the freeholders and custodian of this public open space inclusive of the cricket ground.
- 3.4 The intention behind this was to provide much needed publicly accessible open space to the residents of the rapidly expanding ward of Shenfield. As part of the deed of gift an area of land was also highlighted to provide playing facilities i.e. square and wicket for Shenfield Cricket Club.
- 3.5 The club have utilised this piece of land as their home ground since the deed of gift, however in 1993 they approached the Council with a request to expand their facilities into the adjoining park field next to the main cricket field.

- 3.6 This request was considered by the Leisure, Recreation and Arts Committee on 27th September 1993 with permission granted for the club to establish a second square and wickets on the park field.
- 3.7 This permission was granted with conditions, two of which were that the facility should be used for cricket on one day of the weekend and the other that the permission be reviewed at a later date [min. 304].
- 3.8 Each season the club have notified the Council in advance of the upcoming fixtures for the season so that they may be published on site on notice boards. The intention of this is that families are aware of when a match may be played on the park field and can plan their social recreation around these.
- 3.9 Unfortunately, the release date of fixtures and the timing of the committee calendar means that it is not conducive to bring the list of fixtures back to committee for a decision prior to the season commencing.
- 3.10 In previous seasons this has resulted in there being a delay in getting approval for the fixtures to take place and ultimately led to the Club not being able to take part in certain initiatives or fixtures because the Council's permission had not been obtained.
- 3.11 In order to address this issue, it is proposed that the Committee delegate authority to authorise the seasons fixtures list to the Chief Operating Officer in consultation with the Chair of Committee.
- 3.12 This process will allow a decision to be made in a timely fashion outside of the Committee meeting cycle whilst still retaining control of the activities that take place on a Council asset.

4. Issue, Options and Analysis of Options

- 4.1 Should members be minded to not to support this recommendation then it is likely that the Council will not be able to formally approve the fixtures list prior to the start of each playing season. This is due to the cycle of Committee meetings not be compatible with when the fixtures list is historically submitted.
- 4.2 This could result in Shenfield Cricket Club not being able to fulfil its fixtures obligations nor being able to take part in national lead cricket initiatives if permission is not granted in time.

5. Reasons for Recommendation

- 5.1 To introduce an expedient process by which the fixtures list of Shenfield Cricket Club [fixtures on park field only] can be approved outside of the Committee cycle calendar.

6. References to Corporate Plan

- 6.1 To ensure the provision of efficient and effective services to our residents and businesses.
- 6.2 Providing increased customer satisfaction in the quality of Council services.
- 6.3 To Increase access to the Borough's leisure opportunities.
- 6.4 Making Brentwood a Borough where people feel safe, healthy and supported.

7. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts Interim Chief Finance Officer
Tel & Email: 01277 312829 /
jacqueline.vanmellaerts@brentwood.gov.uk

- 7.1 There are no direct financial implications with this report.

Legal Implications

Name & Title: Paula Harvey, Corporate Governance Solicitor & Deputy Monitoring Officer
Tel & Email: 01277 312500 paula.harvey@brentwood.gov.uk

- 7.2 The Council discharges the function of approving the fixture list for the Shenfield Cricket Club for the use of the main park field at Courage Playing Fields through the Community and Housing Committee. The recommendation to delegate authority to the Chief Operating Officer in consultation with the chair of the Committee is lawful and in accordance with the Council's powers and duties.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

Health & Safety implications

Name & Title: David Wellings, Health & Safety Officer

Tel & email: 01277 312500 david.wellings@brentwood.gov.uk .

- 7.3 To minimise the Council's risk exposure and maximise public safety on the Park pitch from cricket balls during play, the agreed netting and signage arrangements continues to be installed, maintained in a good condition and pegged to prevent gaps in the netting. This will be prior to each match on this pitch, and this to include the additional fixtures, should these be granted.

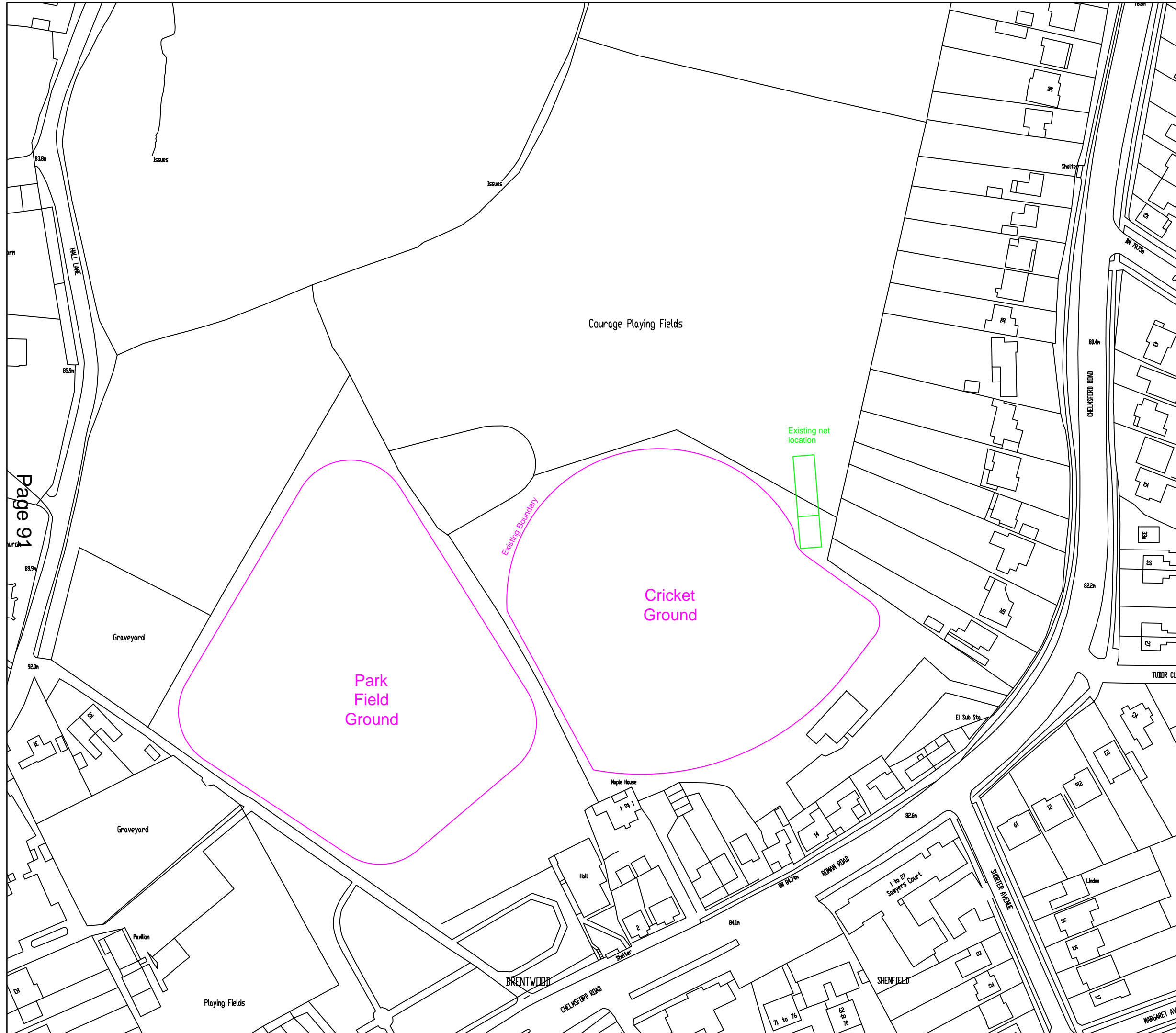
8. Appendices to this report

Appendix A - Plan of site showing cricket facilities and park area.

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NOTES

Asset Management
 Adrian J Tidbury
 Estates and Valuation Surveyor

Contract
Courage Playing Fields

Title

Drawn By **AJT**

Scale **1:1250 @ A3**

Date **November 2018**

Checked

Revisions

Drawing No. **T/AJT/4478**



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Appendix A

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4 December 2018

Community, Health and Housing Committee

Play Pitch Strategy, Built Facilities Strategy and Local Football Facilities Plan

Report of: *Kim Anderson, Partnership, Leisure and Funding Manager*

Wards Affected: *All Brentwood Borough Wards*

This report is: *Public report*

1. Executive Summary

- 1.1. Sport England require Local Authorities to have an up to date Play Pitch Strategy (PPS) to ensure “there is a good supply of high-quality playing pitches and playing fields to meet sporting needs of local communities.” The Play Pitch Strategy and the Built Facilities Strategy (BFS) are evidenced based documents which inform the Council’s Local Development Plan and Leisure Strategy to plan and develop modern, efficient and sustainable community-based sports facilities. The Strategies has been undertaken in consultation with the National Governing Bodies (NGBs) of Sport, Sport England and the local clubs that own/use leisure facilities develop the recommendations and a priority action plan of improvement. It also will identify future strategic development requirements to meet anticipated demand. There is also a wider piece of work which has been undertaken as part of the Association of South Essex Local Authorities (ASELA) in the development of the Joint Strategic Plan to identify cross-cutting themes that can be addressed across local authority boundaries across South Essex area.
- 1.2. The Local Football facilities Plan for Brentwood has been developed with the Football Association to focus on the specific requirements for football. The Football Association are developing plans for each district authority.
- 1.3. The Play Pitch Strategy, Built Facilities Strategy and the Local Football Facilities Plan have been agreed and signed off by the NGBs and Sport England, and they are before Members tonight for their consideration.

2. Recommendation(s)

2.1 That Members note the Play Pitch Strategy, the Built Facilities Strategy and the Local Football Facilities Plan for Brentwood; and

2.2 That Members agree that these recommendations will be incorporated into the overall Leisure Strategy 2018-28 Action Plan.

3. Introduction and Background

- 3.1. The Council commissioned 4Global to undertake assessments of play pitches and built facilities in 2017 as a requirement from Sport England to ensure “there is a good supply of high-quality playing pitches and play fields to meet sporting needs of local communities.” (Sport England, Play Pitch Strategy Guidance.
- 3.2. The Play Pitch Strategy and the Built Facilities Strategy (Appendix A and B) set out the methodology for the assessment of current provision, its current condition and identifies current and future demand. This is aligned with the projected population/housing growth in Brentwood. The clear aims from both strategies is to protect, enhance and provide community-based sports facilities to support local need.
- 3.3. For the Play Pitch Strategy, the consultants contacted the relevant National Governing Body (NGB), local sports clubs for Football, Rugby, Tennis, Bowls and Hockey to assess the condition and usage of the facilities and identify unmet need and any future improvement plans that would be required for each site. These are set out in the draft recommendations.
- 3.4. For the Indoor Built Facilities Strategy, the consultants looked at the condition of current facilities and assessed current and future need in the planning for sporting facilities.
- 3.5. The Association of South Essex Authorities (ASELA) which includes Brentwood, Basildon, Castlepoint Rochford Thurrock and Southend, are in the process of developing a Joint Strategic Plan across South Essex. One of the workstreams of this plan is the strategic development of community sports facilities across South Essex. Some of these facilities may have a regional pull and some may serve just their local community.
- 3.6. The Play Pitch Strategy and Built Facilities Strategy for South Essex is also appended to this report in Appendix C and Appendix D for information. The report and the recommendations from Brentwood Borough Council’s Play

Pitch Strategy and Built Facilities Strategy will feed into the overarching ASELA workstream for sport and leisure provision.

- 3.7. In conjunction with the Play Pitch Strategy the Football Association has also developed a Local Football Facilities Plans for each local authority across the UK. The Plan for Brentwood is also appended to this report in Appendix E.

4. Issues, Options and Analysis of Options

- 4.1. As part of the evidence required by Sport England to support Brentwood's Local Development Plan and the Council's Leisure Strategy a Play Pitch and Built Facility assessment was commissioned in 2017.
- 4.2. 4Global undertook the assessments and their reports set out the findings from the assessments around the current provision, the condition of that provision, its usage and also identifies what improvements would be required.
- 4.3. The Play Pitch Strategy action plan sets out the recommendations for each of the sites. Some of the recommendations will be the clubs' responsibility and some will be for the Council to work with the clubs and the relevant NGBs to assist in the development of their improvement plans.
- 4.4. There are also a number of overarching recommendations in relation to each of the sports which are set out in the Play Pitch Strategy document.
- 4.5. It is proposed that these overarching recommendations together with those that directly relate to the Council for the specific sites will be fed in the overarching action plan for the Leisure Strategy. The progress on the Leisure Strategy action plan will be reported annually to the relevant committee for consideration.
- 4.6. The Indoor Built Facilities Assessment also sets out the action plan and recommendations and again it is recommended that these will also be fed into the Leisure Strategy Action Plan.
- 4.7. It is also recommended that joint work across South Essex on the sport and leisure workstream continues to identify strategic facility development across the whole area.

- 4.8. The Local Football Facilities Plan recommendations will also be fed into the Leisure Strategy Action Plan.

5. Reasons for Recommendation

- 5.1 Sport England requires local authorities to have an up to date Play Pitch Strategy (PPS) to ensure “there is a good supply of high-quality playing pitches and playing fields to meet sporting needs of local communities.” That together with the Built Facilities Assessment the Play Pitch Strategy will inform the Council’s Local Development Plan and its Leisure Strategy to ensure facilities are high quality and meet the current and future need of the residents. Working with the other South Essex authorities means that strategic investment is planned across the whole area ignoring local authority boundaries.

6. References to Council Priorities

- 6.1 In the Corporate Plan 2016-19, the Play Pitch Strategy and Built Facilities Strategies sits under the Environment and Housing Management - work with key partners to make better use of leisure facilities available across the borough and increase access to the borough’s leisure opportunities; Community and Health and Planning and Licensing – have a local development plan in place to manage change in the borough for the next 15 years.

7. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts, Interim Chief Finance Officer

Tel & Email: 01277 312829/ jacquelinevanmellaerts@brentwood.gov.uk

- 7.1 There are no direct financial implications within the report. Recommendations will be added to the Leisure Strategy Action Plan and any projects requiring expenditure will have to be allocated from existing budgets or be identified as part of the budget setting process and referred to Policy, Projects and Resources Committee and Ordinary Council.

Legal Implications

Name & Title: Daniel Toohey, Head of Legal and Monitoring Officer

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- 7.2 There are no direct legal implications within the report.

8. Appendices

Appendix A – Brentwood Play Pitch Strategy

Appendix B – Brentwood Built Facility Strategy

Appendix C – South Essex Play Pitch Strategy

Appendix D – South Essex Built Facility Strategy

Appendix E – Local Football Facility Plan for Brentwood - To Follow

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**Brentwood Borough Council
Playing Pitch Strategy 2018 - 2033**

4global Consulting

November 2018

Appendix A



**BRENTWOOD
BOROUGH COUNCIL**



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4 global Consulting Terms of Reference

It is not possible to guarantee the fulfilment of any estimates or forecasts contained within this report, although they have been conscientiously prepared on the basis of our research and information made available to us at the time of the study.

The author(s) will not be held liable to any party for any direct or indirect losses, financial or otherwise, associated with any contents of this report. We have relied on a number of areas of information provided by the client and have not undertaken additional independent verification of this data.

1 Executive Summary

1.1 Introduction:

- 1.1.1 A Playing Pitch Strategy (PPS) is a robust evidence base which seeks to identify whether the supply and demand of play pitches within a Local Authority is sufficient to meet the current and future needs and demands for sport. Sport England require Local Authorities to have an up to date PPS evidence base to justify the protection, enhancement and provision of playing pitches. (Sport England, Play Pitch Strategy Guidance, 2013).
- 1.1.2 The purpose for Brentwood Borough Council (BBC) undertaking an updated Playing Pitch Strategy is to determine whether the current supply of outdoor sports facilities within the Borough is sufficient to support the current and future demands aligned to population growth, housing projections and the strategic needs of sport, health and wellbeing as outlined in the Brentwood Local Development Plan (2033). The PPS will also be used to inform the Brentwood Leisure Strategy, Local Football Facilities Plan, strategic play pitch provisions as part of the South Essex Joint Strategic Plan (JSP), the Brentwood Health and Wellbeing Board, Asset Management Strategy, and Active Brentwood Strategy.
- 1.1.3 Brentwood Borough has sufficient play pitch provision in terms of quantity to meet current demands, however improvements are need to those play pitches which are of poor quality in order to bring them up to standard. It is recommended that the Council retain the number of play pitches, however the location of the sites may change in order to allow for hub locations, with multi-functional play pitches.
- 1.1.4 The PPS identified there is currently sufficient playing pitch provision on secured and accessible community use sites to cater for the current demand for the majority of PPS sports (Football, Cricket, Rugby and Hockey) apart from specific football youth and mini pitches (youth 11v11, 9v9 and mini football 5v5). There is also a significant deficit of 3G Football Artificial Grass Pitch (AGP) provision within the borough with the potential for an additional 4 full sized 3G AGP pitches.
- 1.1.5 When taking into account the future demand for sport provision aligned to projected population and housing growth in the borough up until 2033 the PPS identifies there will be an overall deficit for grass sports pitches across all sports (Football, Cricket and Rugby) with the exception of Hockey where the current provision of Hockey appropriate AGP's within the borough is considered sufficient to cater for the future demand. The current deficit of full size 3G AGPs for football is projected to increase to 5 in order to cater for the future demand for football.
- 1.1.6 It is recommended that the Council protects and retain the number of play pitches, however the location of the sites may change in order to allow for hub locations, with multi-functional play pitches along with the identification of new sites to accommodate future playing pitch demand.
- 1.1.7 The PPS makes a number of sport specific recommends and provides a 10-year Action Plan to ensure good quality play pitches are provided within the Borough. The Recommendations and

Actions will be reviewed on an annual basis and reported on as part of the Brentwood Leisure Strategy.

1.1.8 A complete, comprehensive list of recommendations and actions for each sport are identified in sections 9 and 10 respectively. The overarching recommendation identified within this study are:

- Recommendation 1: Work with well-run sports clubs to utilise the existing volunteer network across Brentwood by providing more autonomy for clubs and allowing those organisations that have adequate governance and financial stability to develop facilities and participation
- Recommendation 2: To work with the regional FA, its appointed pitch advisor, and the future Local Football Facility Plan (LFFP) for Brentwood, to identify areas of required pitch improvement (including maintenance and drainage) to enhance the carrying capacity of playing pitches to ensure the current and future demand for sport can be met. Utilise the PPS action plan to identify specific high priority sites for enhancement.
- Recommendation 3: For all sports and physical activity, look to increase and secure community use at education sites across the study area. There is currently significant dependence on secured facilities to meet needs of residents across the Borough, which represents a risk to participation and physical activity in Brentwood Borough. A strategic approach is recommended rather than on a school by school basis and consideration should be given to independent schools, given the quality of the facilities that they can offer.
- Recommendation 4: Utilise the Local Development Plan policies to protect all playing field sites as identified in the PPS, in order to reduce the risk of loss and subsequent impact on sport and physical activity provision. Where a site is to be lost, the future development plan for the site should meet one of the five policy exceptions identified in Sport England's March 2018 issue of the Playing Field Policy and Guidance. In addition, it is key that local authority planning policy supports the development of new high quality sports provision required to meet the needs generated by major housing development and population growth. The policy and associated strategic planning is particularly key when existing provision cannot meet the growing need generated by a large numbers of new residents living in a single area. It is recommended that the tools and guidance identifies in this strategy are used to identify the typology and quantity of provision, as well as the overall strategic direction of sport facility development in Brentwood.

2 Introduction and Methodology

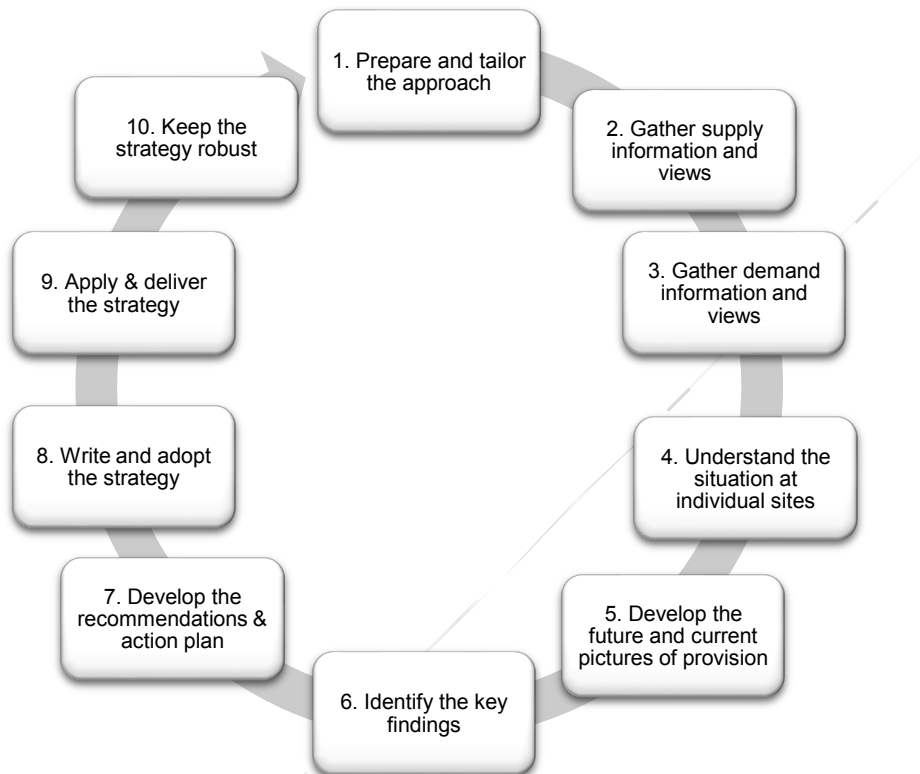
2.1 Project Scope and Objectives

- 2.1.1 Brentwood Borough Council hereafter referred to as (BBC) has commissioned 4 global Consulting to prepare a detailed Playing Pitch Strategy (PPS) to 2033. This will be used to guide decisions regarding future provision and management of sports pitches in Brentwood.
- 2.1.2 The purpose for BBC undertaking an updated Playing Pith Strategy is to determine whether the current supply of outdoor sports facilities within the borough is sufficient to support the current and future demands aligned to population growth, housing projections and the strategic needs of sport, health and wellbeing aligned to the Brentwood Local Development Plan timelines. The study identifies any gaps in provision and provides a robust evidence base and recommendations for future protection, enhancement provision of outdoor sports facilities helping to leverage investment from developer contributions and external partnership funding from national bodies such as Sport England
- 2.1.3 The Indoor Sports Facility Strategy was produced in May 2018. Together with the PPS, these documents will inform future planning policies, planning application negotiations, priorities for improving existing sites and providing new sites, and applications for external funding.
- 2.1.4 This PPS, which is part of a wider Open Space, Sport and Recreation Study, is a strategic assessment in the context of national policy and local sports development needs that provides an up to date analysis of supply and demand for playing pitches (grass and artificial) in the local authority. Given the breadth of sports played in the study area, as well as the intention of the authority to incorporate as much grass-roots participation as possible within the study, the assessment will focus on the following sports:
- Cricket
 - Football
 - Rugby Union
 - Hockey
 - Tennis
 - Bowls
- 2.1.5 Within these sports, the PPS will seek as far as is practicable to include consideration of all forms of play to:
- Ensure that service delivery is focused to meet the current and future needs of residents of, and visitors to, the area, and takes account of potential future growth in the area.
 - Provide a framework for the delivery of targeted services that contribute directly to the development of sustainable, cohesive communities, improved health and well-being and increased opportunities for participation in both sport and informal recreation.
 - Ensure the appropriate provision of accessible, high quality green space, sports and recreational facilities.

2.2 Methodology

2.2.1 The assessment methodology adopted for the PPS follows the published guidance from Sport England. The guidance used is the 2013 version, *Playing Pitch Strategy Guidance – An Approach to Developing and Delivering a Playing Pitch Strategy*¹. Figure 2.1 summarises the approach proposed in this guidance and is broken down into 10 steps.

Figure 2.1: Developing and Delivering a Playing Pitch Strategy – The 10 Step Approach (Sport England, 2013)



2.2.2 To facilitate information gathering and help ensure PPS reports are based on a robust evidence base, 4 global has developed an online data entry and assessment platform (see images below), which contains all pitch provider and club information. This will enable the Council to keep supply and demand information and the strategy up to date through to the end of the strategy and beyond.

¹ <https://www.sportengland.org/media/3522/pps-guidance-october-2013-updated.pdf>

Figure 2.2 - 4 global's Online Playing Pitch Platform

2.2.3 A Project Steering Group comprising representation from the Council, Sport England and National Governing Bodies of Sport (NGBs) has guided the study from its commencement. At critical milestones, the Steering Group members have reviewed and verified the data and information collected to allow the work to proceed efficiently through each stage, reducing the margin of error.

2.3 The Structure of our Report

2.3.1 The structure of the PPS report is as follows:

- Section 1: Executive Summary
- Section 2 - Introduction
- Section 3 – Strategic Context
- Section 4 – Cricket
- Section 5 – Football
- Section 6 – Rugby Union
- Section 7 – Hockey
- Section 8 – Tennis
- Section 9 – Bowls
- Section 10 – Scenario testing and options
- Section 11 – Recommendations and action plan
- Section 12 – Delivering the PPS
- Section 13 – Glossary of terms

2.3.2 Supporting information is included in the appendices and referenced throughout.

3 STRATEGIC CONTEXT

3.1 Brentwood

- 3.1.1 Provision of existing open space, sport and recreation facilities are important for residents² of the Borough of Brentwood, located in Essex. The Borough comprises of a number of small villages and hamlets, with Brentwood being the largest settlement. There are a number of sites within Brentwood that supply a good quality of provision to the residents, however there is a minority of the population that do feel that there is an undersupply of sport pitches within the Borough, this shall be explored within the strategy.³
- 3.1.2 The borough is named after the town of Brentwood, a town located in the London Commuter Belt. There are large areas of open space and woodland present within the borough such as: King Georges Playing Fields, supplying a range of facilities to residents in an urban area, and Brentwood School Sports Centre, home to 16 football pitches, with both sitting in close proximity to the town centre.
- 3.1.3 Brentwood is located within the London's Metropolitan Green Belt, featuring countryside and attractive natural landscapes, there is around 13,700 hectares within Brentwood. This adds unique identity to Brentwood. Due to the large amount of green space present, it also helps to meet informal demand in the area and supplies the residents with space to carry out recreational activities such as keep fit and outdoor group work out classes.
- 3.1.4 Identified within the Brentwood Council draft open space strategy, second edition,⁴ there is a significant lack of artificial provision within the borough, impacting upon the quality of grass pitch provision present. It may be the case that with developments such as that at Brentwood School, this may alleviate pressure on the grass pitches and also allows for greater demand to be met across the Borough. It is evident here that a number of AGPs are present on school sites, making them unsecure for community use, an interesting dynamic to consider within the study.

3.2 Planning Policy Introduction

- 3.2.1 There are a number of key national and local strategies and policies which inform and influence the development of these strategies. These national policies inform the approach to current and future provision of sports facilities, linked to health improvement, increased participation, and the appropriate levels of provision of facilities to meet local needs. From a planning perspective, the national agenda makes the link between national planning policy, a Local Development Plan and population growth at local level, and the need to plan for increased demands for infrastructure and provision, linked to Protect, Enhance and Provide;

² Brentwood Council Draft Open Space Strategy
(<http://www.brentwood.gov.uk/pdf/03112008141436u.pdf>)

³ <http://www.brentwood.gov.uk/pdf/03112008141436u.pdf>

⁴ <http://www.brentwood.gov.uk/pdf/03112008141436u.pdf>

these are the key elements of the National Planning Policy Framework (NPPF). This will be explained further in the following sections.

3.3 National Planning Policy

NATIONAL PLANNING POLICY FRAMEWORK (NPPF)⁵

- 3.3.1 The National Planning Policy Framework (NPPF) sets out the requirement of local authorities to establish and provide adequate and proper leisure facilities to meet local needs. Paragraphs 96 and 97 outline the planning policies for the provision and protection of sport and recreation facilities:
- 3.3.2 *“Access to a network of high quality open spaces and opportunities for sport and recreation is important for the health and well-being of communities. Planning policies should be based on robust and up to date assessments of the needs for open space, sports and recreation facilities and opportunities for new provision. Information gained from the assessments should be used to determine what open space, sport and recreational provision is needed, which plans should then seek to accommodate”.*
- 3.3.3 ‘Existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless:
- An assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements; or
 - The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location; or
 - The development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss.”

PROTECTION, ENHANCEMENT AND PROVISION OF FACILITIES

- 3.3.4 The key drivers for the production of the strategy as advocated by Sport England are to protect, enhance and built sports facilities, as follows:
- **Protect** sports from loss as a result of re-development
 - **Enhance** existing facilities through improving their quality, accessibility and management
 - **Provide** new facilities that are fit for purpose to meet demands for participation now and in the future.
- 3.3.5 More information regarding Sport England’s Planning Aims and Objectives please follow: <https://www.sportengland.org/facilities-planning/planning-for-sport/aims-and-objectives/>

⁵ National Planning Policy Framework – July 2018

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf (2012)

3.4 Regional Planning Policy

- 3.4.1 Essex County Council provides a series of strategies and policies for the region, setting out integrated economic, environmental and social objectives for the regions development for years to come. Notably, The Vision for Essex sets out long-term aspirations for the county till 2035.
- 3.4.2 Major aspirations and strategic aims for 2017-2021 can be filtered down to 3 main areas. All these areas are interlinked and closely related, many of which have overlapping underlying aims:

ECONOMIC DEVELOPMENT AND GROWTH:

- Support the community by helping to increase their skills and allow them to prosper.
- Enable Essex to attract and grow large firms in high growth industries
- Limit cost and drive growth in revenue.

SOCIAL DEVELOPMENT:

- Help keep vulnerable children safer and enable them to fulfil their potential.
- Enable more vulnerable adults to live independent of social care
- Help to secure stronger, safer and more neighbourly communities
- Facilitate growing communities and new homes in local areas.

HEALTH:

- Reducing the gap in life expectancy
- Promoting independence in the elderly and vulnerable adults
- Reduce the need for hospital admissions or formal care services by delivering community based solutions
- Help people live longer, by ensuring targeted health checks and health programmes are available to those most at risk of heart disease, stroke and diabetes.

- 3.4.3 Essex County Council benefits from working alongside and in partnership with many different organisations and plans. Some of these partnerships have shaped the type of council Essex are today and the strategies and plans they implement. Notably:

- Essex County Council supported the South East Local Enterprise Partnership in its submission in 2014 of the Strategic Economic Plan (SEP) to government with the hope of securing a share of the governments Single Local Growth Fund
- The Economic Plan for Essex (EPfE) has provided the county's content for the SEP. The EPfE is continuously revised and refreshed to ensure there is a consistent and relevant pipeline of economic growth projects that will support the delivery of economic growth across the county.
- The Essex Co-operation Framework describes the principles that guide the work from The Essex Partnership, a collaboration of representatives of the many organisations that deliver services to the people of Essex.

- 3.4.4 The Essex Sports Facility Strategy, currently in operation for the next 14 months (2020), recognises the need for provision of appropriate quality and quantity of sports facilities in the

area in order to increase participation. The aim is to ensure that opportunities for sport are offered through the planned provision, design and management of a full range of facilities to accommodate for the growing population. The Essex County Sports Partnership, *Active Essex*, are at the heart of the delivery system for community sport and for this strategy.

THE ASSOCIATION OF SOUTH ESSEX AUTHORITIES JOINT STRATEGIC PLAN

- 3.4.5 The Association of South Essex Authorities (ASELA) consists of Basildon, Brentwood, Castle Point, Essex County, Rochford, Southend-on-Sea, and Thurrock Councils. All seven Councils have recognised the need to work across boundaries on strategic issues such as infrastructure; open space provision and leisure; planning and growth; economy and skills; housing; and transport connectivity.
- 3.4.6 A Memorandum of Understanding was signed on 10th January 2018. This recognises that through a collaborative approach the Councils will be best placed to deliver a vision for South Essex up to 2050, promoting healthy growth for its communities. There is an intention to assist the delivery of this vision through the preparation of a Joint Strategic Plan (JSP).
- 3.4.7 ASELA will focus on the strategic opportunities, regardless of individual local authority boundaries, for the South Essex economic corridor to influence and secure the strategic infrastructure that will help individual areas to flourish and realise their full economic and social potential.

3.5 Local Planning Policy – Brentwood Borough emerging Local Development Plan⁶

- 3.5.1 The Local Development Plan sets out a vision and framework for development in the Borough for the next 15 years (until 2033). It addresses needs and opportunities across a number of themes, including housing, specialist accommodation and employment. The Local Development Plan for Brentwood borough is currently under construction and in draft edition, and is expected to be submitted and examined by July 2019 – Please see the revised Local Development Scheme (January 2018)⁷ for further details.
- 3.5.2 The replacement local plan, 2005, consists of a number of documents and pieces of evidence, however this document is being superseded by the emerging Local Development Plan that is currently under production. The Brentwood Borough Council emerging Local Development Plan sets out the approach to bring forward the development of community facilities, and to balance the demand for housing and sporting facilities on prioritizing land and development plans. The policy states;
- 3.5.3 ” *The Council recognizes that it is essential for the Plan to be supported by a comprehensive approach to infrastructure planning to ensure that new communities are supported by the right range of services and facilities at the right time, such as schools, transport, healthcare, places for sport and leisure and community facilities. Our*

⁶ Local Development Plan for Brentwood Borough – January 2016
(<http://www.brentwood.gov.uk/pdf/08022016165904u.pdf>)

⁷ Revised Local Development Scheme – January 2018
<https://www.brentwood.gov.uk/pdf/2401201816054000000.pdf>

Infrastructure Delivery Plan (IDP) accompanying this consultation document, includes extensive information on the current levels of infrastructure provision and forecasts needs linked to development pressures, across a number of key topic areas”

- 3.5.4 The Council will therefore ensure that a range of community facilities are provided to meet existing and forecast demand by;
- Protect and nurture existing leisure, cultural and recreational assets such as the Borough’s County Parks for residents and visitors to the Borough and promote and enhance social inclusion, health and wellbeing.
 - Secure the delivery of essential infrastructure, including education, health, recreation and community facilities to support new development growth throughout its delivery.
- 3.5.5 With regards to housing; the Council emphasise the intent to protect the Green Belt wherever possible, prioritizing brownfield sites to be developed on or converted into green space, however with economic viability at the forefront⁸. The Plan is very much focused on creating a new well-connected community which is recognized for its high quality place marking, range of services and facilities, sustainability and culture of innovation. The plan contains detailed plans for each area type: Greenfield land, Green belt land and brownfield land.
- 3.5.6 The Council does not currently utilize a CIL system to allocate investment for the development of community facilities. However, it is planned for this to be put in place following the completion of the Infrastructure Delivery Plan (IDP) and Viability Assessments that are currently being compiled. In line with the Leisure Strategy that was being drafted at the time of writing this report, the Council will continue to strategically maximize developer contributions through the use of section 106 funding.
- 3.5.7 As part of the Sustainability Appraisal (Stage 3 of the site assessment process in the emerging Local Development Plan 2016-2033⁹), any site development that may result in the loss of sport and physical activity provision will be assessed, specifically in terms of the required mitigation, if the site is put forward for allocation

3.6 Sports and Physical Activity Strategic Context

- 3.6.1 The Council has previously and will continue to work with Sport England, as a statutory consultee on planning applications affecting playing fields and built sports facilities. The objective of this consultation is to avoid potential objections and delays at a later date if such sites are allocated for development, which may affect the delivery of the allocations.
- 3.6.2 Sport England will oppose the granting of planning permission for any development which would lead to the loss of, or would prejudice the use of:
- All or any part of a playing field, or

⁸ Brentwood Replacement Local Plan – August 2005
<https://www.brentwood.gov.uk/pdf/30102013165238u.pdf> (pg 18/2.17)

⁹ Local Development Plan for Brentwood Borough – January 2016
<http://www.brentwood.gov.uk/pdf/08022016165904u.pdf>

- Land which has been used as a playing field and remains undeveloped, or
- Land allocated for use as a playing field.

3.6.3 Unless, in the judgement of Sport England, the development as a whole meets with the one or more of five specific exemptions. To find details of these specific exceptions, along with further information regarding sport England statutory role on developments, please follow the link: <https://www.sportengland.org/media/12940/final-playing-fields-policy-and-guidance-document.pdf>.

3.7 Sports and Physical Activity Policy and Strategy Review

3.7.1 The following section provides a policy review of all strategic documentation that is relevant to this strategy, including the most recent national strategic documentation for sport and leisure, as well as relevant local government documentation and strategic planning work.

A NEW STRATEGY FOR SPORT – DEPARTMENT FOR CULTURE, MEDIA AND SPORT

3.7.2 The Department for Culture, Media and Sport, following a consultation paper in 2015, launched the new strategy 'Sporting Future: A new Strategy for an Active Nation' in 2016. The development of the new strategy reflects a need to re-invigorate the nation's appetite for participation in sport following what appears to be a significant reduction in participation (highest profile being swimming), following the upsurge after the 2012 London Olympics.

3.7.3 The sport strategy is targeting five outcomes which each sports organisation, public or private sector, will be measured against:

- Physical wellbeing
- Mental wellbeing
- Individual development
- Social and community development
- Economic development.

3.7.4 Government funding will go toward organisations which can best demonstrate that they will deliver some or all the five outcomes.

3.7.5 The Delivery of the outcomes will be through three broad outputs;

More people from every background regularly and meaningfully taking part in sport and physical activity, volunteering and experiencing live sport

- A more productive, sustainable and responsible sports sector
- Maximising international and domestic sporting success and the impact of major sporting events.

SPORT ENGLAND STRATEGY 2016 - 'TOWARDS AN ACTIVE NATION'

3.7.6 The Vision for this Strategy is: 'We want everyone in England regardless of age, background or level of ability to feel able to engage in sport and physical activity. Some will be young, fit and talented, but most will not. We need a sport sector that welcomes everyone – meets their needs, treats them as individuals and values them as customers'.

3.7.7 The Sport England Strategy 'Towards an Active Nation' puts the policies set out in 'A new Strategy for an Active Nation' into practice. This will mean significant change for Sport England and for their partners.

3.7.8 This strategy sets out Sport England will deliver this task. The key changes Sport England will make are:

- Focusing more money and resources on tackling inactivity because this is where the gains for the individual and for society are greatest
- Investing more in children and young people from the age of five to build positive attitudes to sport and activity as the foundations of an active life
- Helping those who are active now to carry on, but at lower cost to the public purse over time. Sport England will work with those parts of the sector that serve the core market to help them identify ways in which they can become more sustainable and self-sufficient
- Putting customers at the heart of what we do, responding to how they organise their lives and helping the sector to be more welcoming and inclusive, especially of those groups currently under-represented in sport
- Helping sport to keep pace with the digital expectations of customers
- Working nationally where it makes sense to do so (for example on infrastructure and workforce) but encouraging stronger local collaboration to deliver a more joined-up experience of sport and activity for customers
- Working with a wider range of partners, including the private sector, using our expertise as well as our investment to help others align their resources
- Working with the sector to encourage innovation and share best practice particularly through applying the principles and practical learning of behaviour change.

BRENTWOOD BOROUGH COUNCIL PHYSICAL ACTIVITY AND SPORT PROFILE

3.7.9 Adult participation in sport and active recreation has increased from 65.2% in 2016 to 67.6% in 2017, and there has been no change in activity for this year. This indicator is the percentage of the adult population participating in sport and active recreation, at moderate intensity, for at least 30 Minutes on at least 12 days out of the 4 weeks (Active People Survey, Sport England). The study area compares well to the national percentage of 61.8%. The authority, along with Active Essex and Sport England, aim to continue to improve these statistics through:

- Maximising opportunities for sport and physical activity to work with commissioners of health, social care, young people's service and community safety
- Developing a strategic approach for sports facilities and opportunities based on need and evidence
- Capitalise on opportunities to work with NGB's
- Provide opportunities for young people through Sportivate, School Games; and working with the HE and FE sectors.

3.8 Policy Review

3.8.1 The following sections summarise the key policies and strategies that are relevant to this project but do not fall under the previous planning policy review.

BRENTWOOD BOROUGH COUNCIL CORPORATE PLAN 2016-2019

3.8.2 At the time of writing this report, the present corporate plan is still relevant. This updated plan builds on the themes identified within the previous issue and commits the council to delivering a new local development plan that will shape the way the borough will change over the next 15 years. The key overarching priorities highlighted are:

- Environment and Housing Management
- Community and Health
- Economic Development
- Planning and Licensing
- Transformation

BRENTWOOD ECONOMIC STRATEGY 2017-2020¹⁰

3.8.3 The strategy provides a framework to direct economic development and growth for Brentwood Borough and to bring economic benefits to businesses and residents. Ultimately supporting an improved quality of life for those who live and work in Brentwood.

The key economic aims for the vision are too:

- Promote a mixed economic base and a discerning and sustainable approach to economic growth
- Encourage high value, diverse, employment uses that will provide a significant number of skilled and high quality jobs.
- Encourage better utilization, upgrading and redevelopment of existing land and buildings

¹⁰ Brentwood Economic Strategy – 2017-2020

(<https://brentwood.moderngov.co.uk/documents/s11235/Appendix%20A.pdf>)

- Enable the growth of existing business, the creation of new enterprises and encourage inward investment.

This strategy also ties in well with the emerging Local Development Plan, mentioned above, through

- Fostering a prosperous, vibrant and diverse local economy by attracting new commercial investment to maintain high and stable levels of economic and employment growth.

ACTIVE ESSEX CHANGING 1 MILLION LIVES¹¹

3.8.4 The key mission is to get one million people active by driving and sustaining participation in physical activity and sport. Working with key partners to create opportunities and resources to achieve this, reducing inactivity and developing positive attitudes to health and wellbeing in communities across greater Essex.

3.8.5 Four key principles are outlined within the strategy are:

- Getting children and adults activity/more active, by driving and sustaining participation in regular physical activity and sport. Looking to combat figures such as one in five adults currently do less than 30 minutes' exercise per week.
- Improving outcomes for people's long term health and wellbeing through reaching out to the specific groups which are most likely to be inactive and under- represented in both physical activity and sport.
- To maximise potential along with supporting local clubs and organisation, that are voluntary in their nature, about their coaches, officials and talented athletes within performance pathways.
- Strengthening the Active Essex network of local partners in each of the local authorities, to better support the roll out of 14 local plans in these areas.

3.8.6 One of the key considerations for this strategy is the developments at Hadleigh Park, turning it into a world class outdoor sports and leisure venue, with a Olympic mountain bike course at its heart.

They key priorities for Active Essex can be summarised as:

- Drive and Sustain Participation
- Improve Health and Wellbeing
- Develop individuals and Organisations

¹¹ <https://www.activeessex.org/wp-content/uploads/2017/06/Active-Essex-Changing-1-Million-Lives-Strategy.pdf>

- Strengthen Localities, Communities and Networks.

BRENTWOOD BOROUGH COUNCIL HEALTH AND WELLBEING STRATEGY (2017-2022) ¹²

3.8.7 The strategy has been produced in conjunction with the Brentwood Health and Wellbeing Board, along with both County and Borough Council services. The strategy sets out the key principles that the board will pursue over the next 5 years.

3.8.8 The vision for the authority with regard to Community and Health is around:

- Encourage thriving and engaged communities
- Make Brentwood a Borough where people feel safe, healthy and supported
- Provide effective representation of local people's views and needs for improved and accessible health services
- Support businesses, safe-guard public safety and enhance standards locally
- Work with partners to reduce anti-social behaviour and ensure that Brentwood is a safe place to live.

3.8.9 Furthermore, over recent years' mental health and wellbeing has become an area of focus within Brentwood. It is estimated that roughly 7,209 Brentwood residents aged 18-64 are living with a mental health problem¹³. Although the proportion of people with a mental health problem in Brentwood is better than the national average, it is believed that mental health problems are often underreported. In addition to this, a large proportion of older people diagnosed with mental health problems are related to dementia.

3.8.10 To summarise the key priorities identified in the strategy:

- Ageing Well – Ageing is more widely viewed as a positive concept and it's about ensuring that when we are older we have lives that have value, meaning and purpose. Although we cannot aspire to resolve all these challenges, we will aim to focus our attention on some core areas for improvement and to help the local residents to age well.
- Tackling Obesity and Improve Physical Health – Obesity continues to pose a serious threat to health and wellbeing and is seen as an increasing burden on public services. Regular, physical activity is associated with increased life expectancy and reduced risk of coronary heart disease, stroke, diabetes, hypertension, obesity, and osteoporosis. As part of its commitment to improve health and wellbeing and to assist local residents

¹² BBC Health and Wellbeing Strategy – 2017-2022

(<https://brentwood.moderngov.co.uk/documents/s12535/Appendix%20A.pdf>)

¹³ BBC Health and Wellbeing Strategy – 2017-2022

(<https://www.livewellcampaign.co.uk/app/uploads/2018/05/Health-and-Wellbeing-Strategy-Brentwood-2017-2022.pdf>) (pg7)

in becoming healthier and active, local partners will focus their efforts on a work programme that will promote more physical and recreational activities amongst local residents.

- Mental Health and Wellbeing - The concept of mental health and wellbeing is not yet sufficiently reflected in the planning, development and everyday delivery of public services. Feelings of contentment, enjoyment, self-confidence, positive self-esteem and engagement with daily living are all a part of mental health and wellbeing. With the growing of number with dementia and mental health conditions, we must continue to work to support those in need and help build self-resilience to cope

3.9 Brentwood Open Space Strategy¹⁴

3.9.1 Brentwood is very well provided for in terms of outdoor sport facilities. The whole study area is within a 15 minute drive time of a site, however this is with the assumption that all sites are accessible for the community. In terms of current provision, it is recommended that the current level of provision is maintained, 3.15 hectares per 1,000 population, be kept as this will help protect existing facilities.

3.9.2 There have been five key issues highlighted at present:

- Enhancing existing Open Space and addressing current methods of management and maintenance.
- Developing new revenue streams for open spaces, including existing funding from revenue and capital budgets.
- The establishment of a Parks Ranger/Warden Service to work within the local open spaces.
- Explore the possibility of establishing 'Friends of Groups' for key sites around Brentwood.
- Improvement works needed in relation to condition of SSSI Sites

3.9.3 With regard to issues for consideration, that are relevant to the PPS, land in general is a scarce and finite resource and the Borough faces considerable pressures, arising from the future population increase, to identify land for a variety of additional uses including houses, education and community purposes. It is apparent, based on the public consultation undertaken for the Open Space Strategy, that there is a strong body of resident support within the Borough for a document which ensures as a minimum, there is no net loss of open space and that the current provision be protected as a matter of course. To help protect these sites it is recommended that detailed management plans be produced for all open space sites be it a natural site, formal open space or outdoor sports facility.

¹⁴ BBC Open Space Strategy (<http://www.brentwood.gov.uk/pdf/03112008141436u.pdf>)

3.10 Vision for Brentwood¹⁵

- 3.10.1 This strategy sits as the corporate plan for the authority. This focuses on the authorities' top priorities and ambitions for the Borough over the next three years. The authority acknowledges that keeping green spaces clean and tidy is a priority for residents and recent initiatives, such as the Street Inspector, have been introduced to encourage this.
- 3.10.2 It is recognized, as a key priority for Environment and Housing Management that there needs to be a suitable leisure strategy in place to provide strong and sustainable leisure facilities for residents and visitors, along with increasing access to the Boroughs leisure opportunities and increasing the usage of these facilities through working with key partners across the area.

3.11 Brentwood Green Infrastructure Strategy¹⁶

- 3.11.1 This strategy provides a framework for the council and local partners across a wide range of specialist areas relating to the outdoor environment. Less than 20% of the Borough is built up, with green wedges being present here and the remainder of this is utilized for agriculture.
- 3.11.2 The Brentwood Open Space Strategy 2008-2018 concludes that, "Presently, Brentwood has a portfolio of what can only be described as 'good' open spaces, but they have the potential and the infrastructure to be 'excellent' open spaces if the investment both in time and money is made." Consequently, these aims are present for the authority:
- Protect and enhance facilities for sport, recreation art, heritage, and play;
 - Provide opportunities to learn about nature and the environment;
 - Engage local people in the design, improvement, & maintenance of locally important green spaces;
 - Provide exciting and adventurous play and recreation opportunities for children, adults, and families. To support healthy development & wellbeing, and accessible to all social groups;
 - Value and support informal rural recreation on public rights of way and bridleways.
- 3.11.3 There have been three key recommendations identified here in order to meet these aims:
- Secure several new Adventurous Play and Recreational facilities: To support healthy physical, emotional and social development; independence & wellbeing; and love of nature and the outdoors. Enabling

¹⁵ Corporate Plan for the Borough of Brentwood - 2016-2019
(<http://www.brentwood.gov.uk/pdf/16122015093212u.pdf>)

¹⁶ BBC Green Infrastructure Strategy – 2015
(<https://www.brentwood.gov.uk/pdf/29012016122803u.pdf>)

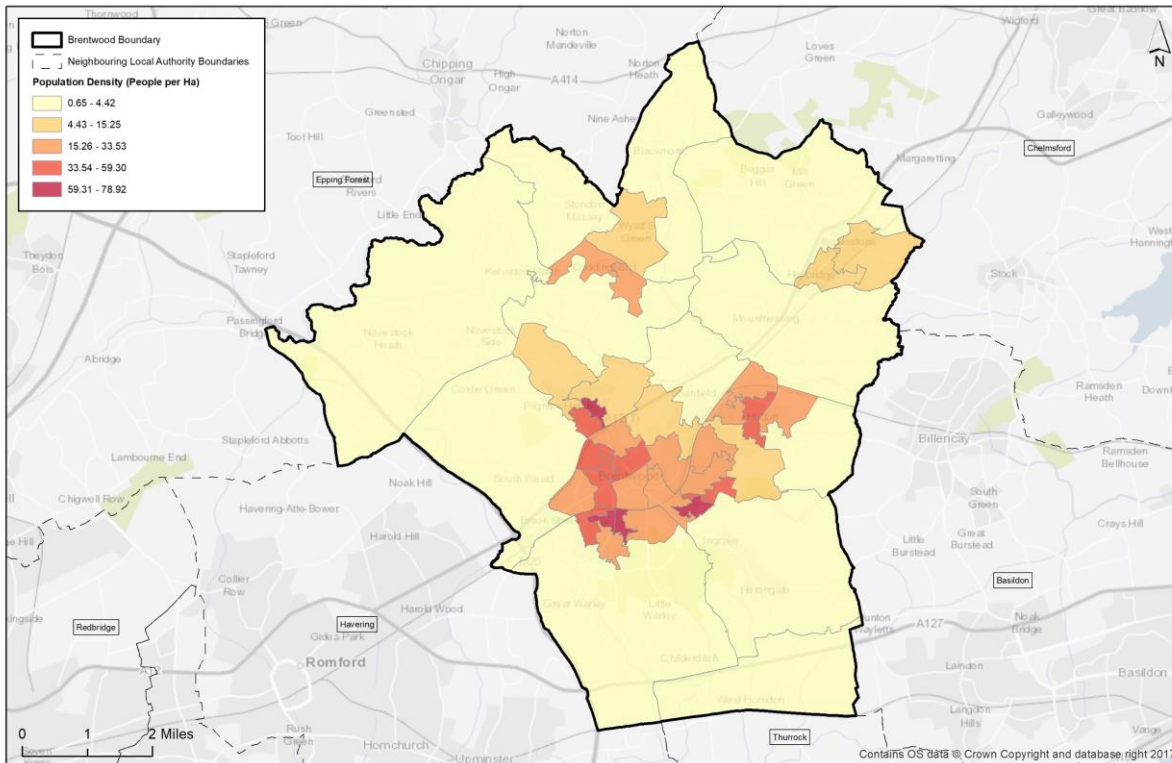
young people to have freedom enjoying the outdoors is key to helping sustain and support Green Infrastructure in the long term.

- Designate local green spaces through the Plan to help secure sports facilities and school playing fields in the longer term: Many sports grounds could be at risk of development if not protected leaving rural communities with even fewer communal green spaces.
- Develop separate Arts; Sports; Play; Heritage; and Education themes within the Master planning of the Brentwood Greenways Project; working with relevant local clubs, stakeholders, partners, and businesses to build local consensus and ownership of the process, and project.

3.12 Population Profiles and Projections

- 3.12.1 Brentwood Borough Council is in Essex in the East of England. The Borough is bordered by Epping Forest district (to the north-west), Chelmsford (north-east), Basildon district (south-east), Thurrock (south) and the London Borough of Havering (south-west) and covers an area of approximately 59.1 sq. miles.
- 3.12.2 The current and future population profile of Brentwood Borough and the locations of growth are important to understand in relation to planning for the future provision of sport and physical activity
- 3.12.3 The Borough of Brentwood has a 2018 estimated population of 78,000 people (ONS 2014 SNPP) of which 17.3% are under 15 years of age, 62.3% of the population are aged 16-64 years and 20.4% are 65 or over. Black and minority ethnic population is 6.4% (Census 2011).
- 3.12.4 By way of future population projection, the borough's housing target, as identified through the emerging Local Plan, is 380 dwellings per annum to 2033. This equates to an estimated annual population increase of 912 people per year (when multiplied by 2.4 persons per new dwelling). This means the projected future population increase for Brentwood from present (2018) to 2033 would equate to 13,360 people. This projected growth is higher than the ONS 2014- based Subnational population projections increase between 2018 and 2033, which is 10,991. The higher population figure has been used in future provision calculations
- 3.12.5 Figure 1 shows the current population density in the borough. The areas with the highest population are Brentwood, Shenfield, Hutton, Warley.

Figure 1: Current Population Distribution in the Borough of Brentwood



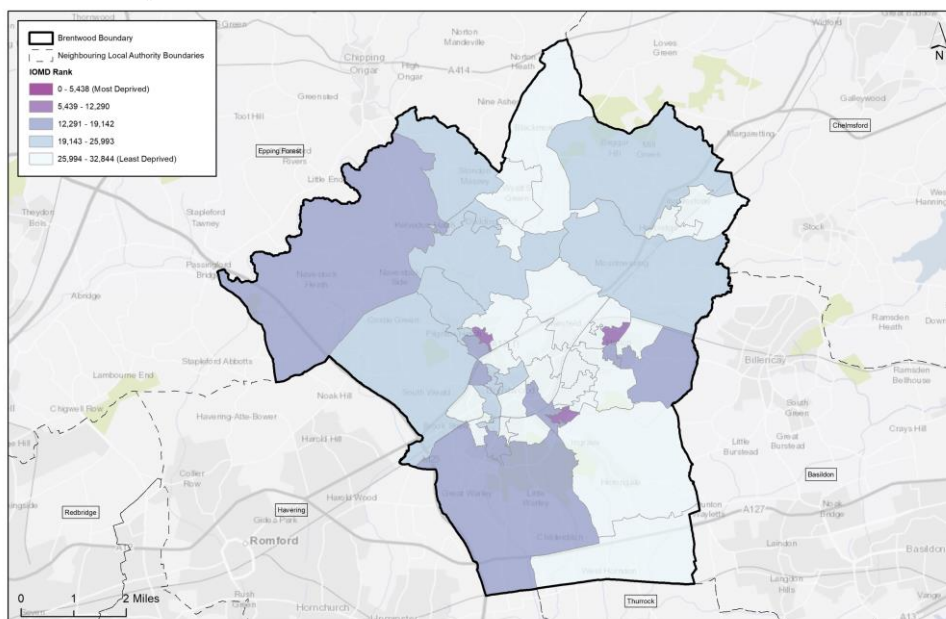
Usual resident population density by lower super output area in Brentwood (2017)



3.13

3.13.1 Brentwood Borough is ranked 295 out of 326 local authorities (where 1 is the most deprived) based on average deprivation scores (2010 indices of Deprivation). According to the Index of Multiple Deprivation (IMD) 13 of the Borough's Lower Super Output Areas fall into the top 10% least deprived nationally. These Super Output Areas are such as Ingatestone, Fryerning and Moutnessing and Shenfield.

Figure 2: Index of Multiple Deprivation by lower super output area in Brentwood (2015)



Index of multiple deprivation by lower super output area in Brentwood (2015)



3.14 Health Profile

The health of people in Brentwood is varied compared with the England average, however life expectancy for both men and women is higher to the England average. According to Public Health England (2017), the key factors of Brentwood residents are:

- At year 6, the number of children classed as obese was 14.0%, which is lower than the regional figure of 17.9% and below the national average of 20%.
- Estimated levels of adult excess weight and smoking are lower than the regional and national averages.
- Death caused by CVD for under 75's is 53.2%, compared to the England average of 73.5%.
- Percentage of 16-64 year olds in employment is 72.3%, lower than the regional of 77.2% and national average of 74.4%.
- GCSE attainment is 69.3%, below the national average of 57.8%.

3.14.1 Brentwood performs better than the regional averages in the areas of excess weight, smoking and GCSE attainment, to name a few. The priorities in Brentwood include reducing excess weight in adults, by increasing the percentage of physically active adults in Brentwood.

3.15 Summary of Key Demographic Factors and their Implications

3.15.1 Table 3.1 below summarises the demographic profile of Brentwood localities, reflecting the overall demographic analysis and factors for the Borough as discussed above.

Table 3.1: Summary of Brentwood's Localities – population, deprivation, health and sporting assets

Population Profile	The Borough of Brentwood has a 2018 estimated population of 78,000 people (ONS 2014 SNPP) of which 17.3% are under 15 years of age, 62.3% of the population are aged 16-64 years and 20.4% are 65 or over.
Ethnicity	Black and minority ethnic population is 6.4% (Census 2011).
Housing	The Local Development Plan housing allocation sets out 6,033 dwellings to be delivered between 2018/19 and 2033.
Deprivation	Brentwood Borough is ranked 295 out of 326 local authorities (where 1 is the most deprived) based on average deprivation scores (2010 indices of Deprivation).
Health	Brentwood performs better than the regional averages in relation to health issues, often performing better than national figures on variables such as; excess weight, smoking and death by CVD.

Overall Implications for Future Sports Facility Provision	<p>There is likely to be an increased demand for sport and leisure facilities within Brentwood, due to the projected population growth. The ageing population will also have an impact on resident's ability to access facilities. For example, day time access for older people with closely located public transport is important.</p> <p>There are high levels of wealth in Lower Super Output Areas (LSOAs) such as Ingatestone and Fryening and therefore sports facilities need to be match the potential cliental in terms of quality and customer experience.</p> <p>The level of childhood obesity and overweight in adults in the Borough are low. Sports facilities in Brentwood need to be welcoming and accessible to children and adults to continue this trend.</p>
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3.16 Physical Activity and Participation

THE VALUE OF PARTICIPATION

3.16.1 The value of participation in sport and physical activity is significant, and its contribution to individual and community quality of life should not be underestimated. This is true for both younger and older people; participation in sport and physical activity delivers:

- Opportunities for physical activity, and therefore more 'active living'
- Health benefits – cardio vascular, stronger bones, mobility
- Health improvement
- Mental health benefits
- Social benefits – socialisation, communication, inter-action, regular contact, stimulation

3.16.2 In addition, participation in sport and physical activity can facilitate the learning of new skills, development of individual and team ability / performance, and provide a 'disciplined' environment in which participants can 'grow' and develop.

3.16.3 The benefits of regular and active participation in sport and physical activity will be important to promote in relation to future sport, leisure and physical activity in Brentwood. There is an existing audience in the District, which already recognizes the advantages of participation, and a latent community who are ready to take part. The sport, physical activity and leisure offer in the District can support the delivery of the desired outcomes across a number of District priorities and objectives.

CURRENT PARTICIPATION RATES

3.16.4 In terms of the Public Health England definition for physical activity (150 minutes or equivalent of at least moderate intensity activity per week) 21.8% of adults are doing enough physical activity to benefit their health (i.e. exercising three or more times per week), the second highest in the county and above the national

average of 17.6%. The remaining population are in the fairly active category which includes people who do not quite hit 150 minutes of exercise a week but do more than the inactive members (the fairly active percentage is not included).

Table 3.2: Physically active and inactive adults

Rate	Brentwood	Essex	England
% Active	67.6%	61.6%	61.8%
% Inactive	25.1%	26.3%	25.7%

Source: Public Health England (based on Active People Survey source data) 2017.

3.16.5 The Sport England Active People Survey (APS), now Active Lives, show us that Essex shows a slight decline in participation rates since 2008/09 APS for once a week participation in sport for adults age 16+ years. There is a slight increase for rates in Brentwood, increasing from 40.4% in 2008/09 to 42.0% in 2015/16, however these rates fluctuate throughout the years. Albeit, the participation rates for Brentwood have consistently been above the average for the region however the rates for Essex are largely in line with the regional baseline level. This data is shown in table 3.3 below.

Table 3.3: APS Participation Rates in Brentwood, Essex, Regionally (East) and Nationally - Adult (16+) Participation in Sport (at least once a week), by year

Year	Brentwood	Essex	East	England
2008/09	40.4%	36.4 %	36.7 %	36.5 %
2009/10	38.5%	35.3 %	35.7 %	36.2
2010/11	41.6%	36.0 %	36.1 %	35.6 %
2011/12	45.0%	37.8 %	38.7 %	36.9 %
2012/13	43.6%	36.2 %	36.8 %	36.6 %
2013/14	36.6%	35.1 %	35.7 %	36.1 %
2014/15	43.2%	34.3 %	34.8 %	35.8 %
2015/16	42.0 %	35.1 %	35.4 %	36.1 %

Source: Active People Survey. Measure: Adult (16+) participation in sport (at least once a week) by year, one session per week (at least 4 sessions of at least moderate intensity for at least 30 minutes in the previous 28 days). Time period(s): 2012/13, 2013/14, 2014/15, 2015/16

Source: Sport England Local Sports Profile January 2017

3.17 Sports Activity

ACTIVE LIVES

3.17.1 In 2016, Sport England launched the Active Lives monitoring system, to measure sport and physical activity in with the objectives set out by the recent DCMS and Sport England strategies.

3.17.2 Although the project is still in its 1st year and therefore providing a consistent and reliable benchmark is difficult, Data for the study area identifies that:

- 25.1 % of Brentwood Borough Council residents aged 16+ are inactive, slightly better than the national figure of 25.7%.
- 67.6% of Brentwood residents aged 16+ took part in sport and physical activity 3 (or more) times a week, compared to 61% in Essex and 61.8% in England.

SPORTS ACTIVITY

3.17.1 The Active People Survey identifies that Running (15.4%), Fitness Classes (14.6%) and Gym sessions (12.0%) are the top sports in which people participate at least twice a month in the borough. Top sports by local area are based on the assumption that these are aligned to those sports which have the highest participation nationally, so data has only been run for those sports which have the highest participation at national level.

MARKET SEGMENTATION

3.17.2 Sport England's market segmentation model comprises of 19 'sporting' segments. It is designed to assist understanding of attitudes, motivations and perceived barriers to sports participation and to assist agencies involved in the delivery of sport and recreation to develop tailored interventions, communicate more effectively with the target market and to better understand participation in the context of life stages and cycles.

3.17.3 The market segmentation illustrates, in sports participation terms, the diversity of the borough, and therefore the need to ensure that future provision addresses local needs, based on population age, structure, health inequalities, and current participation levels, as well as interest, and existing facility infrastructure.

3.17.4 In Brentwood Borough, the dominant segments are: Tim, Ralph & Phyllis and Philip. More information regarding sport England segmentation can be found at: <http://segments.sportengland.org/>.

Table 3.4: Summary of Market Segmentation for Brentwood

Market Segment	Key Characteristics	% Brentwood	Activities / Sports that appeal to segment
Tim - Settling Down Males	Sporty male professionals (aged 26-45), buying a house and settling down with partner	13.5%	Keep fit/gym, Football, Cycling, Swimming
Ralph & Phyllis	Retired couples, enjoying active and comfortable lifestyles (Late 60s)	9.9%	Keep fit/gym, Swimming and Golf
Philip – Comfortable Mid-Life Males	Mid-life professional (aged 46-55), sporty males with older children and more time for themselves	9.2%	Cycling, Keep fit/gym, Swimming

3.17.5 As interpreted from the data above, there is evidence that the key demographic area in Brentwood, in terms of sports provision, is the 26-45 adult male population. This population participation is focused on Football, cycling, swimming and gym activities, therefore in term of relevance to the PPS, there is potential opportunity for growth within the adult football sector. It is therefore assumed that a key consideration will be both grass and artificial provision in the Borough.

3.17.6 Due to the second dominant segment within Brentwood being Ralph and Phyllis, retired couples enjoying active and comfortable lifestyles, it is considered important that the authority has a suitable provision of sports such as Bowls, Golf and Tennis. It is assumed that there will be a even split between authority and privately owned sites in Brentwood, due to the assumed wealth within the Borough, and therefore a high quality of provision across these sports is expected, along with key development priorities being present also.

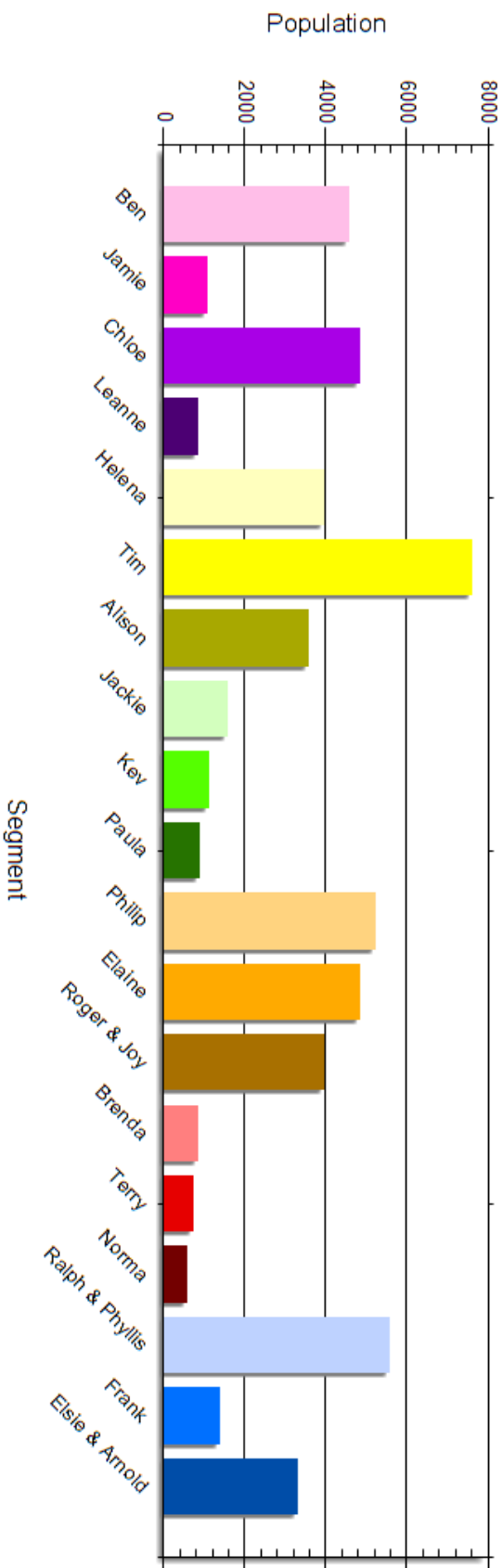
3.17.7 Using figures 3 and 4 below, it can be shown that, in comparison to Essex and Nationally, there is a large presence of Ben and Chloe segments. In terms of physical activity tendencies, both segments appeal to keep fit exercises along with tendencies to take part in athletics based sports. This has direct implications for the built facility strategy, being undertaken at the same time as the playing pitch strategy, however there is consideration for formal athletics provision to be present within the Borough.

3.17.8 There is a reduced presence of the Elsie and Arnold segments, mainly 66+ years of age, widowed and retired. In comparison to all adults, there is a large increase in bowls playing, emphasising the point above regarding having secured and suitable bowls provision within Brentwood Borough.

3.17.9 The overall market segmentation profiles are included in the following charts:

Figure 3: Market Segmentation for Brentwood

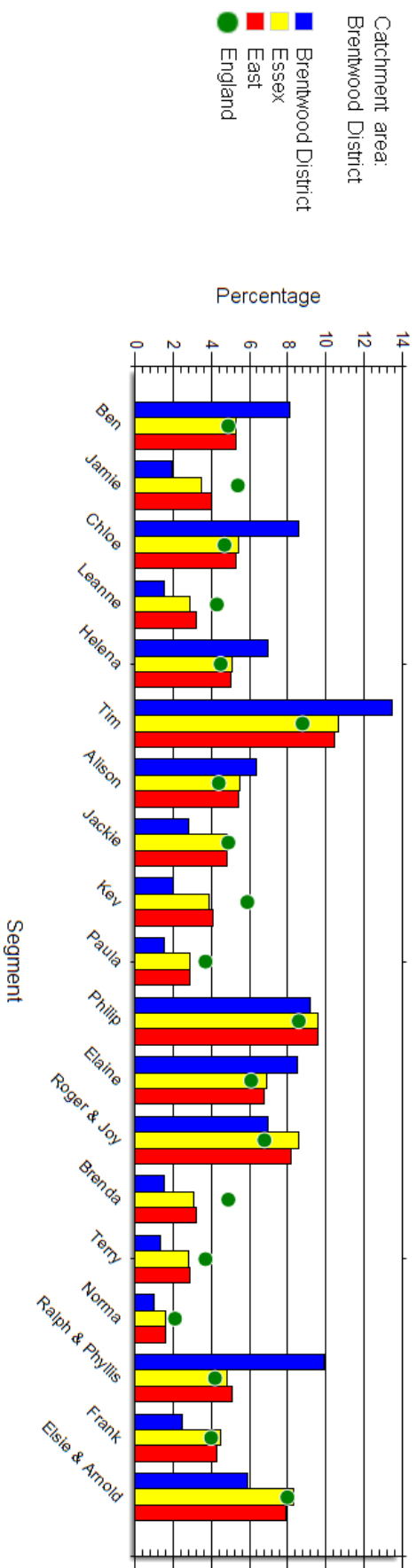
Population of all segments within catchment area 



3.17.10 Figure 4 compares the dominant market segments in Brentwood as a percentage of the population with Essex and national percentages.

Figure 4: Market Segmentation in Brentwood Borough – comparison with Essex and National percentages

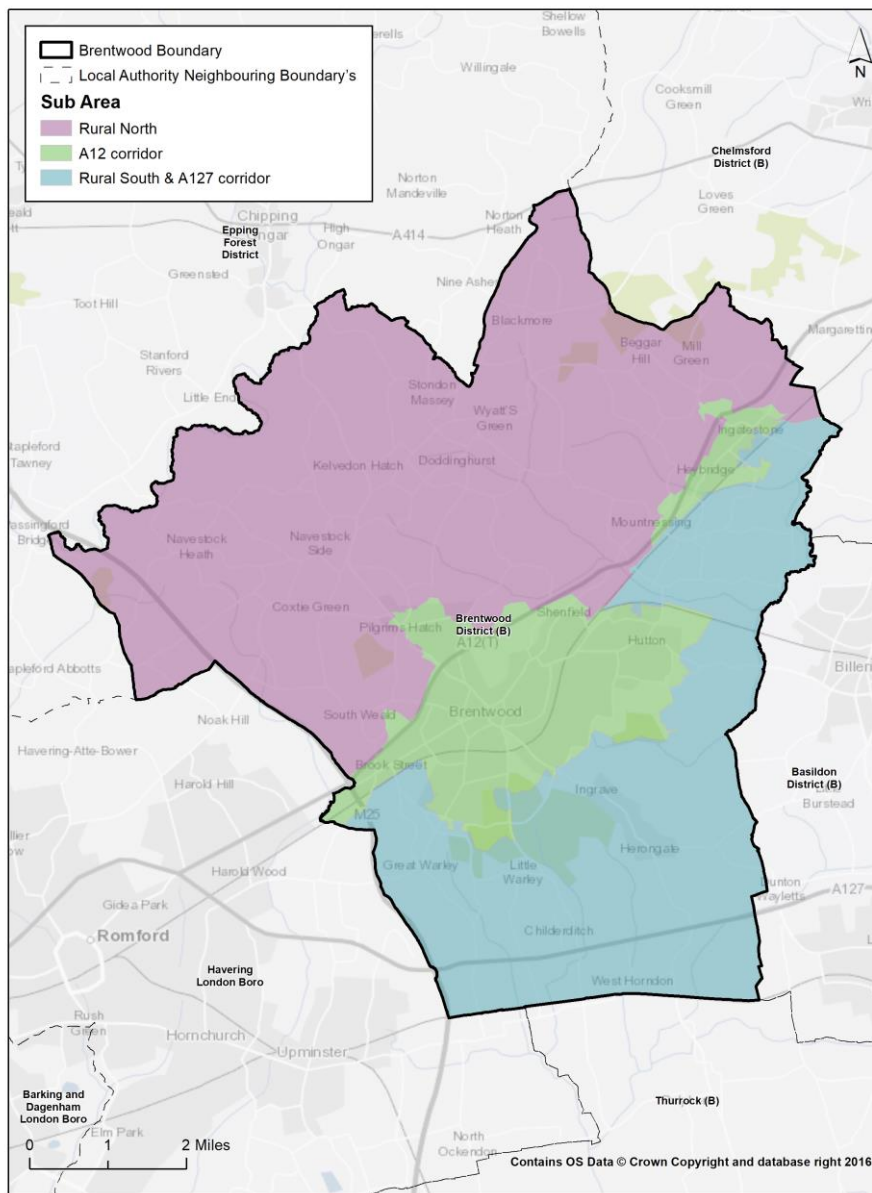
Population of all segments within catchment area



3.18 Sub Areas

3.18.1 In addition to the analysis above, to aid the delivery of the PPS the local authority has also been split into three sub-areas. This allows the supply and demand analysis for each pitch typology to be split into three areas that mirror how residents may typically travel to use playing pitch facilities and the catchment areas of facilities. For instance, a resident is unlikely to travel from the north west of the borough to the south to use playing pitch provision. Instead, they are more likely to travel within each of the sub-areas shown in Figure 3.5 overleaf.

Figure 3.5: Brentwood Borough Council Sub Areas



Sub Areas in Brentwood



4 CRICKET ANALYSIS

4.1 Introduction and Strategic Context

4.1.1 In order to understand the overall objectives and priorities of the ECB, an analysis of key recent strategies and documentation has been undertaken and summarised below.

CRICKET UNLEASHED (2016)¹⁷

4.1.2 The ECB published its new strategic plan in 2016. One of the core aims of the strategy is to create more players, great teams and inspired fans, guided by good governance and strong financial operations. The goal of Cricket Unleashed is to make the game more accessible and inspire the next generation of players, coaches, officials and volunteers.

4.1.3 The ECB is looking to work with Local Authorities to develop fit-for-purpose facility and participation plans that will engage with local residents and ensure residents are provided with the right facilities to help them play the game.

ALL STARS CRICKET (2017)¹⁸

4.1.4 Launched in 2017, All Stars Cricket is an ECB initiative that provides children aged five to eight with an introduction to cricket, focussing on parental engagement in supporting the newly trained All Stars Cricket Activators, as well as a special focus on establishing women's softball and cricket events.

4.1.5 The programme will be delivered nationwide at over 1,800 centres, predominantly at club sites, and the ECB expect it to have a positive impact on junior demand in the short to medium term, providing a transition for children into formal junior cricket.

4.1.6 It is key that this Playing Pitch Strategy recognises the opportunity made available by Cricket Unleashed and All Stars Cricket and provides a framework that allows stakeholders to work together and deliver against the key objectives of 'more play', 'great teams' and 'inspired fans'.

4.2 Consultation Overview

KEY CLUBS

4.2.1 There are twelve cricket clubs that were identified by the ECB as playing in the study area; all of these clubs responded to 4 global requests for information. The data gathered from this consultation has been used to help inform the remainder of this assessment. The clubs with the largest number of cricket teams in Brentwood are Hutton CC (23 teams), Brentwood CC (16 teams), Shenfield CC (11 teams) and Bentley CC (10 teams). There is a total of 85 teams identified as playing in Brentwood Borough.

¹⁷ <http://cricketunleashed.com/pages/intro.php>

¹⁸ <https://www.ecb.co.uk/play/all-stars>

PROGRAMMES, INITIATIVES AND FUNDING OPPORTUNITIES

4.2.2 The ECB is looking to provide appropriate provision and club support to clubs that attract a wide demographic of participants. This includes teams that consist of BME players, which tend to play informally on public parks and as such is in line with cross-sport trends that suggest players are looking for informal, flexible participation opportunities rather than regular, time consuming match play.

4.3 Supply

QUANTITY OVERVIEW

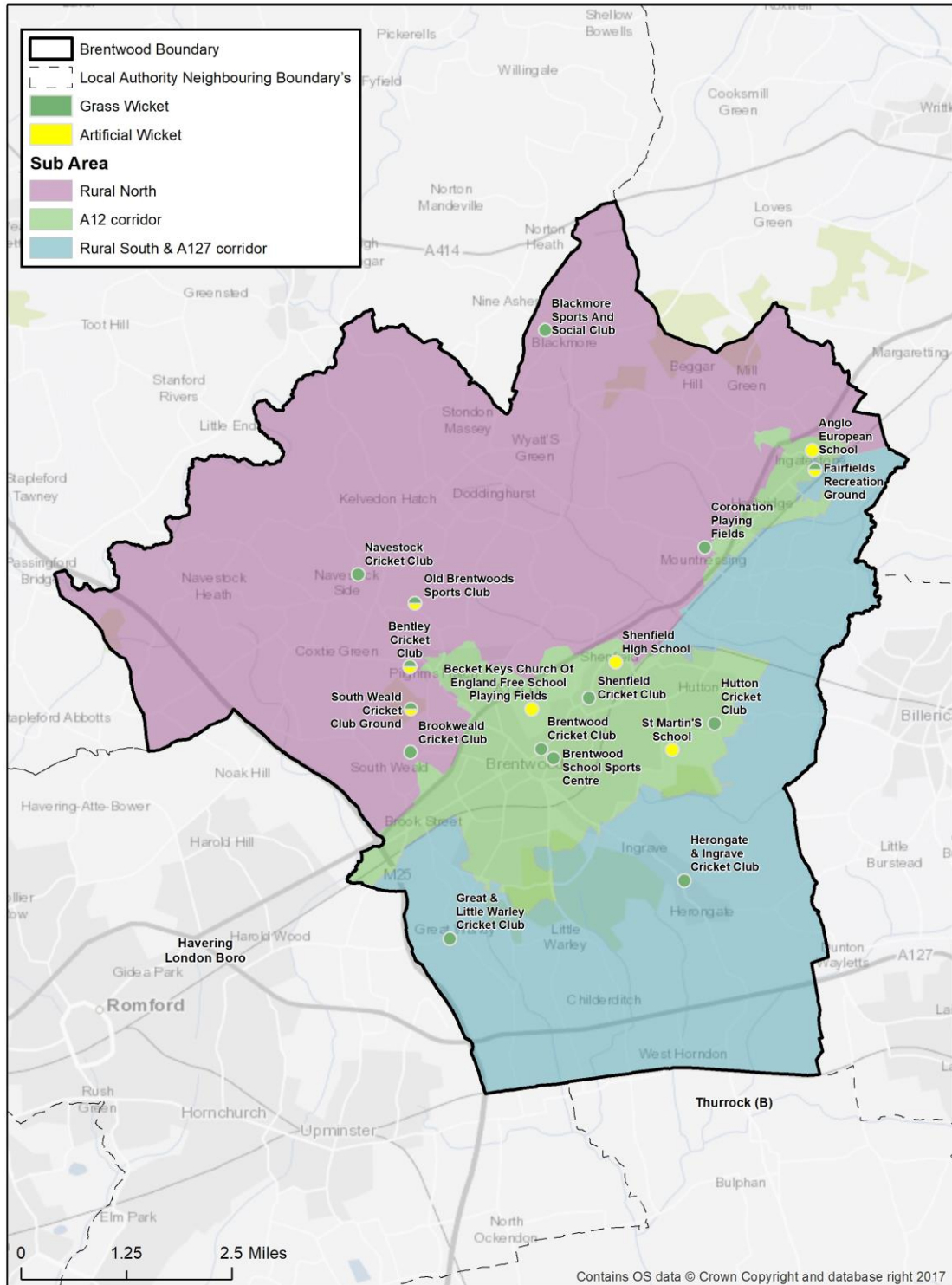
- 4.3.1 Table 4.1 overleaf presents the data collected on cricket pitch supply in Brentwood. Technical Appendix B – Cricket Analysis presents a detailed audit of all pitches across the study area including carrying capacity and supply and demand balance.
- 4.3.2 There are 18 sites in Brentwood that comprise grass / artificial wickets – the largest of which is Brentwood School Sports Centre; there are five cricket pitches and a total of 29 grass wickets at this site. There are five school/college sites with cricket provision – four of which have artificial wickets – and are predominately used by school/college pupils.
- 4.3.3 Bentley Cricket Club, Old Brentwoods Sports Club, Fairfields Recreation Ground and South Weald Cricket Club have both grass wickets and an artificial wicket, which offer the greatest versatility in provision in the borough, as the artificial wicket can be utilised for informal cricket, mid-week and junior teams. The grass wickets can therefore be prioritised for formal cricket and for weekend adult teams.
- 4.3.4 Map 4.1 overleaf details the sub area within which the cricket sites fall. The sub area with the largest amount of cricket provision is A12 corridor, which has nine sites; Rural North has seven sites and Rural South/A127 Corridor has two.

Table 4.1 – Supply of all cricket pitches in Brentwood

Site Name	Sub Area	Grass wickets	Artificial wickets
Anglo European School	A12 corridor	0	1
Becket Keys Church Of England Free School Playing Fields	A12 corridor	0	1
Bentley Cricket Club	Rural North	15	1
Blackmore Sports And Social Club	Rural North	10	0
Brentwood Cricket Club	A12 corridor	19	0
Brentwood School Sports Centre	A12 corridor	29	0
Brookweald Cricket Club	Rural North	10	0
Coronation Playing Fields	Rural North	9	0
Fairfields Recreation Ground	A12 corridor	9	1
Great & Little Warley Cricket Club	Rural South/A127 Corridor	12	0
Herongate & Ingrave Cricket Club	Rural South/A127 Corridor	9	0
Hutton Cricket Club	A12 corridor	24	0
Navestock Cricket Club	Rural North	12	0
Old Brentwoods Sports Club	Rural North	12	1

Shenfield Cricket Club	A12 corridor	15	0
Shenfield High School	A12 corridor	0	1
South Weald Cricket Club Ground	Rural North	10	1
St Martin'S School	A12 corridor	0	1
Total Cricket Wickets		195	8

Map 4.1 – Cricket Sites in Brentwood



Cricket sites by wicket type in Brentwood



TENURE AND MANAGEMENT

- 4.3.5 Table 4.2 shows that ownership of cricket sites is split between the Local Authority, Education establishments, Charities and Trusts, Clubs and private owners. The Local Authority owned pitches are more likely to have greater accessibility. On the other hand, the reduced reliance on the Local Authority may also lead to an improved quality of general facilities, as residents are not relying on Council maintenance teams, which are continuing to be restricted financially. Anglo European School and Brentwood School Sports Centre have unsecured community use.
- 4.3.6 Table 4.2 also provides a breakdown of the management of cricket sites in Brentwood, the majority of which are managed by the clubs (seven sites).

Table 4.2 – Cricket Site Breakdown of Security of Community Use

Playing Pitch Sites	Sub Area	Community Use on Site	Secured Community Use	Ownership	Management
Anglo European School	A12 corridor	Available	Unsecured	Education	Education
Becket Keys Church Of England Free School Playing Fields	A12 corridor	Available	Secured	Charity, Trust	Education
Bentley Cricket Club	Rural North	Available	Secured	Private	Club
Blackmore Sports And Social Club	Rural North	Available	Secured	Club	Club
Brentwood Cricket Club	A12 corridor	Available	Secured	Private	Private Contractor
Brentwood School Sports Centre	A12 corridor	Available	Unsecured	Education	Education
Brookweald Cricket Club	Rural North	Available	Secured	Club	Club
Coronation Playing Fields	Rural North	Available	Secured	Local Authority	Local Authority
Fairfields Recreation Ground	A12 corridor	Available	Unknown	Local Authority	Local Authority
Great & Little Warley Cricket Club	Rural South/A127 Corridor	Available	Secured	Private	Private
Herongate & Ingrave Cricket Club	Rural South/A127 Corridor	Available	Secured	Unknown	Club
Hutton Cricket Club	A12 corridor	Available	Unknown	Local Authority	Private Contractor

Navestock Cricket Club	Rural North	Available	Secured	Parish Council	Club
Old Brentwoods Sports Club	Rural North	Available	Secured	Private	Club
Shenfield Cricket Club	A12 corridor	Available	Secured	Local Authority	Private Contractor
Shenfield High School	A12 corridor	Available	Secured	Education	Private Contractor
South Weald Cricket Club Ground	Rural North	Available	Secured	Charity, Trust	Trust
St Martin'S School	A12 corridor	Not Available	Secured	Charity, Trust	Local Authority

QUALITY ASSESSMENT

- 4.3.7 Each site (where access was possible) was visited and assessed by the 4 global research team (in June 2017) using a non-technical assessment framework provided by the ECB. The assessment considers the quality of playing surface, the quality of changing rooms and the score of their maintenance regime when compared to ECB recommendations. In addition to the site visits, the club consultation was used to validate the quality ratings. Each site is rated as GOOD, STANDARD or POOR.
- 4.3.8 Table 4.3 summarises the quality assessment results. Full details of the subsequent carrying capacity allocations of each site by pitch type can be found in Technical Appendix B – Cricket Analysis. Given the ratings, the overall quality of pitches across Brentwood is healthy, with all of the open and working pitches scoring standard or better.

Table 4.3 – Summary of cricket pitch scoring in Brentwood

Sub Area	Good	Standard	Poor
A12 Corridor	10	4	2
Rural North	0	10	0
Rural South/A127 Corridor	0	0	2
Total no. of pitches in the borough	10	14	4

- 4.3.9 There are 10 pitches in Brentwood that are of high quality, these are located at thriving cricket club sites, such as Brentwood CC, Hutton CC and Shenfield CC, along with high quality provision being available at Brentwood School Sports Centre.

There are four cricket pitches in Brentwood that are of poor quality. These are the ones at Fairfields Recreation Ground, Becket Keys School, Great & Little Warley Cricket Club and Herongate & Ingrave Cricket Club.

4.4 Demand

CLUB AND TEAM PROFILE

- 4.4.1 Through the demand consultations with clubs, 12 clubs have been identified as playing in Brentwood as shown in Table 4.4 below, with details on the team profiles where it was possible to contact them.

Table 4.4 – Cricket club profiles for responding clubs. Source: PPS club consultations

Club	Sub Area	No. of competitive teams				Total
		Senior men	Senior women	Boys	Girls	
Bentley CC	Rural North	5	0	5	0	10
Brentwood CC	A12 corridor	7	0	7	2	16
Brookweald CC	Rural North	2	0	0	0	2
Herongate CC	Rural South/A127 Corridor	1	0	5	0	6
Hutton CC	A12 corridor	7	2	14	0	23
Ingatestone CC	A12 corridor	3	0	0	0	3
Mountnessing CC	Rural North	1	0	0	0	1
Navestock CC	Rural North	4	0	0	0	4
Old Brentwoods CC	Rural North	2	0	0	0	2
Shenfield CC	A12 corridor	5	0	6	0	11
Southweald CC	Rural North	3	0	3	0	6
Willowherbs CC	Rural North	3	0	0	0	3
Total		43	2	40	2	87

- 4.4.2 To further understand the demand for cricket in the study area, the following detailed consultations provide further clarity on the priorities and issues of key clubs in the study area.

Table 4.5 – Major club cricket consultations in Brentwood

Club	Consultation Summary
Bentley CC	<p>A total of 10 teams, with 5 Men's teams and 5 juniors ranging from U9s to U16s. The club always welcomes new players into the sides and there has been a recent push towards introducing girls into existing teams. They have aspirations to have enough numbers to form a full girls side in the near future but at the moment they play in mixed teams.</p> <p>The pavilion at their ground was built in 2000, as the old one was knocked down. Facilities on site include two cricket squares as well as an artificial, which enables most of the scheduled matches to be played (unless the outfield is unsuitable) at the site. Although the pavilion is showing some signs of wear, it was stated that it is perfectly suitable for the club's needs, it is very central to the community of the club with regular social events. The site also has 2 sets of home and away changing rooms (one that was recently built), and 2 newly laid astro nets for training.</p>
Brentwood CC	<p>There are 7 senior and 9 junior sides present within the club, from the junior section there are currently two teams present. The club utilise their preferred site,</p>

	<p>Brentwood Cricket Club, for the majority of their provision however they access Brentwood School and Mountnessing Cricket Club in order to meet senior provision that they cannot support on site. The club find that both the other grounds are suitable for their provision however their preferred site is Brentwood Cricket Club. The club are currently going through their reaccreditation and hope that this is to be confirmed before the start of the season. The club are keen to stress the need for an indoor training centre on site, due to the number of players within the club and the lack of facilities in the area. In terms of immediate issues, the club are keen to establish funding for part time coaches for female sessions, due to the club seeing around a 250% increase in female participation, a trend which they are keen to continue.</p>
<p>Hutton CC</p>	<p>This is the largest club in the area, with a total of 23 teams including men's, women's and junior cricket. They have recently seen an increase in female numbers as a consequence of concentration, support and promotion of women's cricket.</p> <p>The majority of their teams play at Hutton Cricket Club, however they do access Mountnessing Cricket Club for some adult fixtures. The club identified a need for additional indoor training facilities in the area – although they do use indoor facilities in Brentwood, these are not sufficient and they currently have to travel to Chelmsford for winter training in order to satisfy demand. They stated that an indoor cricket centre of good quality is needed in Brentwood, Navestock had been pursuing such a scheme but it was blocked by planners.</p> <p>The club own their home ground and stated to be happy with the quality of maintenance, with good pitch quality due to excellent ground staff and investment by the club. They have current plans to install additional wickets on each of their two main squares and work with Mountnessing Parish Council to further improve the quality of changing provision at Mountnessing Cricket club.</p> <p>Ancillary facilities were also rated as good and the club are constantly upgrading the quality of the pavilion, nets and playing surface. A need for additional nets on site was also identified.</p>
<p>Shenfield CC</p>	<p>The club has a total of 11 teams, including 5 adult sides and a junior's section with 6 teams from U11 to U15 (as well as 3 softball teams in the U9 age group). They also stated that they would like to introduce a women's team into the set up. The club rent their ground from the local council and carry out the maintenance themselves. They have rated the quality of this maintenance and the pitch itself as good, with the only outstanding issue being a slight slope towards the car park. However, they stated that this is not major and is similar to many clubs in the area.</p> <p>The club have no current development plans for the site, they would like a new club house facility but lack the funding (since the extension in 1996). Overall, they are very satisfied with their current set up and feel that it is perfect for the size of the club. The club do have problems at the moment regarding sufficient fencing around the perimeter of the group, which is being suggested by the authority, however this fencing would need to be taken down at the end of each fixture, which will be a major inconvenience for the club and could affect them significantly.</p>

4.5 Future Demand

DEMAND DRIVEN BY POPULATION GROWTH

- 4.5.1 In order to estimate the future demand for cricket in the study area, a Team Generation Rate¹⁹ has been calculated using the current number of teams and the current population. This measure allows us to calculate the population (for various age groups) that will typically cause enough demand for a cricket team.
- 4.5.2 This TGR can now be applied to the population projections for the study area to confirm how population growth or reduction will affect the demand for teams in each of the key age groups.
- 4.5.3 The impact of population projections on the need for cricket provision has been divided into the three identified sub areas and are displayed as such below.
- 4.5.4 Tables 4.6 to 4.8 overleaf illustrate that the greatest projected growth in cricket demand is projected to be junior boys, followed by men's (open age) cricket. As no formal demand was recorded for female cricket across the Rural North and Rural South/A127 sub areas, the TGR calculation is unable to project the likely growth in demand for these age groups.
- 4.5.5 It should be noted that the * indicates an adjusted level of demand for female cricket. As there are currently no female teams playing cricket in the Rural North and Rural South/A127 corridor sub areas, it is not possible to allocate a TGR ratio, which means that no future growth can be projected.
- 4.5.6 Following consultation with the ECB, and in line with the NGB's national strategy, this does not represent a realistic future picture of female cricket. The ECB and County Cricket Boards (including Essex CCB) are making a conscious effort to increase female participation across the country, especially following England's 2017 Womens Cricket World Cup win.
- 4.5.7 To ensure a more accurate future growth projection is considered as part of the study, we have used figures from the latent demand analysis, which projects one additional female team in the Rural North sub-area and one in the A12 Corridor sub area over the lifetime of the strategy. This has been included in the following tables however it is not double counted as part of the overall future supply and demand analysis.
- 4.5.8 Utilising the current demand for cricket in each of the sub areas and how each of the sub-areas is projected to grow over the lifetime of the strategy, an estimation of how the growth of demand is likely to be allocated across the four sub areas is summarised in the table below

¹⁹ The Team Generation Rate calculation uses the current number of teams and the current population to calculate a proxy measure of the number of total residents per relevant sports team. This measure is therefore applied to the projected population (depending on the length of the strategy) to predict how many additional teams will be required in order to satisfy the demand from the 'new' population.

Table 4.6: A12 Corridor sub area - Impact of population projections on the need for cricket provision (Team Generation Rates)

Cricket age group	Current pop. Within age group	No. Of teams	TGR	Future population (2033) within age group	Population Change in Age Group	Potential Change in team Numbers
Adult (19-65) – males only	14022	22	637	14624	602	1
Adult (19-65) – females only	14416	2	7208	14661	246	1*
Youth (7-18) – boys only	4029	27	149	4782	752	5
Youth (7-18) – girls only	3966	2	1983	4579	613	0
Total Projected Additional Demand (Teams)						7

Table 4.7: Rural North sub area - Impact of population projections on the need for cricket provision (Team Generation Rates)

Cricket age group	Current popn. Within age group	No. Of teams	TGR	Future population (2033) within age group	Population Change in Age Group	Potential Change in team Numbers
Adult (19-65) – males only	2653	20	147	2743	90	1
Adult (19-65) – females only	2750	0	N/A	2782	32	1*
Youth (7-18) – boys only	954	8	119	1139	185	2
Total Projected Additional Demand (Teams)						4

Table 4.8: Rural South/A127 Corridor sub area - Impact of population projections on the need for cricket provision (Team Generation Rates)

Cricket age group	Current popn. Within age group	No. Of teams	TGR	Future population (2033) within age group	Population Change in Age Group	Potential Change in team Numbers
Adult (19-65)	1255	1	1255	2776	1521	1

– males only						
Youth (7-18) – boys only	391	5	78	1007	616	8
Total Projected Additional Demand (Teams)						9

- 4.5.9 Tables 4.6 to 4.8 shows that there would be 15 additional junior teams and five additional adult teams due to the increase in population in these age groups.
- 4.5.10 The demand created by these teams will be in line with ECB guidance, 10 matches per adult team and eight per junior team. This means the TGR calculation is projecting that there will be a future 170 additional matches played in Brentwood in 2033, compared with 2018.
- 4.5.11 In addition, unmet and displaced demand for provision is also identified on a sport by sport basis. Unmet demand is defined as the number of additional teams that could be fielded if access to a sufficient number of pitches (and ancillary facilities) was available. Displaced demand refers to teams that are generated from residents of the area but due to any number of factors do not currently play within the area.
- 4.5.12 No unmet demand was identified through club consultations as part of this study. Details on displaced demand identified during club consultations are displayed below:

4.9: Displaced demand for cricket in Brentwood Borough

Club	Displaced demand	Reason
Ardleigh Green CC	Adult and junior fixtures and training at Royal Liberty School, Romford	Lack of available and affordable pitches within Brentwood
Bentley CC	Winter training at Writtle Sports Centre	Lack of available and suitable standard pitches
Hutton CC	Winter indoor training and nets in Chelmsford	Pressure on existing facilities in Brentwood
Navestock CC	Adult and junior training at Billericay CC	Lack of available pitches within the area
Old Brentwoods CC	Indoor league and weekly training at David Lloyd Centre Walthamstow	Lack of available and suitable indoor facilities in the area

DEMAND DRIVEN BY LATENT DEMAND

- 4.5.13 While a large amount of future demand will be driven by population growth, it is also likely that clubs and operators are successful in converting latent demand into actual demand,

therefore increasing the number of people playing cricket. The table below identifies all clubs, grouped by sub-area, that identified latent demand (not currently active), which they are aiming to convert into affiliated cricket demand within the next 3 - 5 years. This provides an estimation of the number of new teams that will be required in Brentwood Borough, in addition to the teams generated by population growth.

- 4.5.14 Table 4.10 illustrates the significant projected growth that clubs are expecting over the next 3 – 5 years, which represents an equivalent level of growth that is projected to be influenced by population growth. It is important to note that this projected growth should be treated with an element of caution, as the source of information is club consultations. In some instances, clubs may not have considered the governance and infrastructure requirements, associated with ongoing club growth. As a result, there may be instances where actual growth does not meet the projections identified during consultation.

Table 4.10: Latent demand for cricket by sub-area

Sub-area	Club	Senior Cricket		Junior Cricket		Total
		Men	Women	Boys	Girls	
Rural North	Navestock CC	0	0	1	1	3
	Old Brentwoods CC	0	1	0	0	
A12 Corridor	Shenfield CC	0	1	0	0	1

CURRENT AND FUTURE DEMAND FOR INDOOR CRICKET

- 4.5.15 Consultations undertaken as part of the PPS project have identified that a key priority for clubs and Essex County Cricket Board is the continuation of indoor cricket in the area and the wider Essex County.
- 4.5.16 While indoor facilities do not sit within the scope of this PPS, it is important that development priorities are referenced, as they have an impact on the wider game of cricket, including the level of participation from adults and juniors.
- 4.5.17 Essex cricket see Brentwood as a key area for developing cricket. This is primarily due to the strong club and school cricket community, but also the transport network to the whole country from the Brentwood area. Essex Cricket strategic facility plan for the future involves focusing on the provision of indoor cricket, to provide a 12-month all year around playing offer.
- 4.5.18 Essex Cricket believe there is a good opportunity for indoor Cricket in the Brentwood area, as there is currently no indoor centre for training. Essex Cricket highlighted that the Brentwood Centre would provide a great environment for Women and Girls, Ability Wheelchair Cricket and Schools Programmes along with the over 50's walking cricket linked into casual access to the game.
- 4.5.19 Essex Cricket also stated that utilising the current 6 community halls across the borough could be beneficial, stating this could work well for Women and Girls, Table Cricket, over

50's, all of which are the street versions of the game that have high community impact and engagement

- 4.5.20 In addition, during club consultations, Navestock CC highlighted their current plans to replace their existing pavilion with a new-build 'barn', which will have indoor cricket nets, a multi-sport activity space and changing rooms with showers. The Club has backing from Essex County Cricket Board, but were refused planning by Brentwood Borough Council in 2017. The Club is located 3.5 miles north of Brentwood Town Centre (3.5 miles away) within the Rural North sub area and, if granted planning permission, would be accessible to the Brentwood community as well as neighbouring residents in Epping Forest District.
- 4.5.21 Epping Forest District Council is currently considering its options for rationalisation of its indoor leisure stock by potentially closing the Ongar Leisure Centre. This Centre is within a 20-minute drive time for Brentwood Borough residents and, if closed, is likely to increase demand for the sports halls in Brentwood Borough
- 4.5.22 Club feedback has indicated that there are no facilities within Brentwood Borough that are capable of supporting competitive indoor cricket (matchplay), with the nearest facility being the Peter May Sports Centre in Walthamstow. This is not only a long way for clubs to travel to training and matchplay, but it is also difficult for clubs to secure a block booking given the popularity of the facility.

OVERPLAY

- 4.5.23 Overplay occurs when a cricket square is played on a greater amount than is recommended by the pitch's carrying capacity. For example, through agreement with the project steering group the carrying capacity for grass wickets in Brentwood is five matches per season. If a square has 8 individual wickets, then this provides an overall carrying capacity of 40 matches per season for that square. If, however, demand consultation indicates that there are 50 matches being played on that square over the course of a season, then that square (pitch) can be said to be **overplayed**.
- 4.5.24 There are a number of reasons for a pitch being overplayed, such as lack of alternative provision, poor site management, or a discrepancy in pitch rates, making some more affordable than others.
- 4.5.25 It is important that any overplay of pitches is considered as part of the overall supply and demand analysis, therefore Table 3.11 below identifies all sites that have pitches with overplay or that have been identified as being at capacity (and therefore risk falling into overplay).
- 4.5.26 Where overplay has been identified as part of this analysis, it is included within the overall supply and demand analysis for cricket in the Borough. A full capacity analysis of all sites with cricket provision is included within Technical Appendix B – Cricket Analysis.

Table 4.11: Overplay of cricket pitches in Brentwood Borough (Only sites with overplay included)

Site Name	Sub area	No of Cricket Squares	Site Comments	Extent of overplay or spare capacity (match equivalents per season)
Brentwood Cricket Club	A12 corridor	2	The site is currently over capacity for grass wickets	-7
Herongate & Ingrave Cricket Club	Rural South	1	The site is currently over capacity for grass wickets	-29
Hutton Cricket Club	A12 corridor	2	The site is currently over capacity for grass wickets	-71
Navestock Cricket Club	Rural North	1	The site is currently over capacity for grass wickets	-1

4.5.27 Table 4.11 shows the sites across the District where overplay has been found. This is a particularly issue for sites in the South sub-area, with a combined overplay of 114 matches per season.

4.5.28 This level of overplay typically leads to clubs either failing to host fixtures or using unsecured nearby facilities for short term usage on an ad hoc basis, to ensure that facilities can be fulfilled. It is therefore important that future facility planning allows clubs to utilise an adequate quantity of provision to ensure that existing facilities are not subject to overplay.

4.6 Capacity Analysis for Cricket in Brentwood

4.6.1 Using the supply of the cricket sites and the current level of demand, the overall capacity of each of the sites has been calculated. 9 of the 17 available cricket sites have been identified as having spare capacity for their grass wickets.

4.6.2 Table 4.12 shows the total supply and demand balance for cricket pitches in Brentwood, taking into consideration the use of artificial pitches for matches, which occurs in Brentwood. Table 4.2 also shows the balance when it is assumed that non-turf pitches are not used for matches at any age groups. It is likely that in reality, a small number of clubs such as those with larger junior sections, will use the non-turf pitches for a small proportion of their matches.

Table 4.12 – Overall Cricket balance figures for Brentwood – grass pitches only

Not Including Non-Turf Pitches in Analysis		
Supply and demand figures (matches)	Demand 761	Supply 930
Overall balance (matches)		+169
Pitch balance figure (no. of grass or artificial wickets)		43 grass wickets or 3.5 artificial wickets

4.6.3 To assess the availability of cricket facilities at peak times, it has been determined that the period of highest demand for cricket matches is on a Saturday afternoon for adults and spread throughout the week for juniors. The capacity analysis below takes account of peak period usage.

4.7 Capacity Analysis

4.7.1 The following section contains the summary capacity analysis for cricket in Brentwood, as well as for a number of relevant scenarios, as requested by the ECB and the Sport England 2013 Playing Pitch Guidance. The scenario testing has divided into the three sub areas and are displayed below accordingly.

Table 4.13: Brentwood - Summary capacity analysis and scenarios for cricket

Balance per Pitch Type	Adults (Grass only)	Juniors (playing on only artificial pitches)	All matches played on	
			Grass Only	Grass +Artificial
Supply – pitch capacity in match equivalents (For available sites only)	825	420	825	1245
Demand – match equivalents for matches and training	458	303	761	761
Current Balance for all available sites only	367	117	64	484
Current Balance for secured sites only	372	57	69	429
Projected number of teams	3	15	18	18
Future additional demand (from TGR)	30*	120*	150*	150*
Future additional demand (converted latent demand)	20*	8*	28*	28*
Future balance for all available, secured sites	342	-63	-81	279

*Adult demand is calculated at 10 match equivalents per team per season. Junior demand is calculated at 8 match equivalents per team per season.

4.7.2 Table 4.13 identified the following key findings:

- Overall, there is a current surplus of cricket provision in the Brentwood Borough.
- When looking at secured provision only, the spare capacity is reduced considerably but still sufficient to satisfy current demand.
- Future provision is overall sufficient to accommodate additional future demand identified in the TGR analysis. However, if all matches were to be played on grass wickets there will be shortage of 81 match equivalents.

Table 4.14: A12 Corridor sub area - Summary capacity analysis and scenarios for cricket

Balance per Pitch Type	Adults (Grass only)	Juniors (playing on only artificial pitches)	All matches played on	
			Grass Only	Grass +Artificial
Supply – pitch capacity in match equivalents (For available sites only)	435	240	435	675
Demand – match equivalents for matches and training	195	218	413	413
Current Balance for all available sites only	240	22	22	262
Current Balance for secured sites only	140	-38	-78	102
Projected number of teams	1	5	6	6
Future additional demand (from TGR)	10*	40*	50*	50*
Future additional demand (converted latent demand)	10*	0	10*	10*
Future balance for all available sites	265	-18	7	247
Future balance for secured sites only	130	-78	-128	52

*Adult demand is calculated at 10 match equivalents per team per season. Junior demand is calculated at 8 match equivalents per team per season.

4.7.3 Table 4.14 identified the following key findings:

- A12 corridor accounts for the largest amount of cricket supply (both grass and artificial wickets) of all sub-areas in the borough.
- The analysis for currently available sites shows a surplus of cricket provision within the sub area.
- According to secured pitch balance calculations, there is a shortage of 38 junior match equivalents for artificial wickets and 78 match equivalents for all demand being placed on grass wickets. This shortage is increased when including additional demand identified by TGRs.
- Overall, there is a future surplus in secured capacity of 52 matches in the A12 corridor sub area when combining grass and artificial provision. This would allow for an additional 4 adult teams 5 junior teams. However, if all future demand was to be placed on grass wickets only, there would be a shortage of 128 match equivalents.

Table 4.15: Rural North sub area - Summary capacity analysis and scenarios for cricket

Balance per Pitch Type	Adults (Grass only)	Juniors (playing on only artificial pitches)	All matches played on	
			Grass Only	Grass +Artificial
Supply – pitch capacity in match equivalents (For available sites only)	390	180	390	570
Demand – match equivalents for matches and training	248	41	289	289
Current Balance for all available sites only	142	139	101	281

Current Balance for secured sites only	142	139	101	281
Projected number of teams	2	4	6	6
Future additional demand (from TGR)	10*	16*	26*	26*
Future additional demand (converted latent demand)	10*	16*	26*	26*
Future balance for all available sites	122	107	49	229
Future balance for secured sites only	122	107	49	229

*Adult demand is calculated at 10 match equivalents per team per season. Junior demand is calculated at 8 match equivalents per team per season.

4.7.4 Table 4.15 identified the following key findings:

- Rural North is the sub area with the highest level of demand for adult cricket.
- All cricket supply in this sub area is secured for future use
- The analysis shows that Rural North has spare capacity for grass and artificial wickets in both current and future scenarios, including the additional teams identified by TGRs and latent demand

Table 4.16: Rural South/A127 Corridor sub area - Summary capacity analysis and scenarios for cricket

Balance per Pitch Type	Adults (Grass only)	Juniors (playing on only artificial pitches)	All matches played on	
			Grass Only	Grass +Artificial
Supply – pitch capacity in match equivalents (For available sites only)	0	0	0	0
Demand – match equivalents for matches and training	15	44	59	59
Current Balance for all available sites only	-15	-44	-59	-59
Current Balance for secured sites only	0	-44	46	-59
Projected number of teams	1	8	9	9
Future additional demand (from TGR)	10*	64*	74*	74*
Future additional demand (converted latent demand)	0	0	0	0
Future balance for all available sites	-10	-108	-74	-133
Future balance for secured sites only	-10	-108	-74	-133

*Adult demand is calculated at 10 match equivalents per team per season. Junior demand is calculated at 8 match equivalents per team per season.

4.7.5 Table 4.16 identified the following key findings:

- Rural South/A127 Corridor accounts for the least amount of cricket demand of all sub areas.
- All cricket supply in this sub area, which is the lowest in the borough, is secured for future use.
- Current balance shows no spare capacity on grass wickets. There is currently a shortfall of 10 match equivalents, there is also no artificial wicket provision. This is due to both pitches in the sub area being scored as poor, resulting in 0 for carrying capacity.

- Future scenario analysis shows overplay of 74 match equivalents in the sub area when including demand from additional teams identified in the TGRs. This is due to a considerable increase in population as a result of housing developments in the area.
- An additional seven grass wickets (or one artificial wicket) would be required to accommodate the projected future demand with also the upgraded maintenance of the current pitches within the sub area.

PEAK TIME SUPPLY AND DEMAND ANALYSIS

- 4.7.6 In line with the 2013 Sport England PPS guidance, this study has considered the total supply and demand for facilities, measured in match equivalents per week and per season.
- 4.7.7 While this is a valuable measure of whether or not pitches are at capacity, underplayed or overplayed, the patterns of demand should also be considered when assessing whether there are sufficient facilities across the Borough.
- 4.7.8 With this in mind, this section undertakes a peak time capacity analysis, to assess whether there are sufficient facilities during the periods that the greatest proportion of the population like to play cricket.
- 4.7.9 This will indicate whether there are enough pitches to satisfy the demand where a large amount of cricket is played at the same time (e.g. are there enough grass cricket squares so that all adult teams can to play on Saturday afternoons?)
- 4.7.10 The following assumptions on peak times have been developed, based on standard practice for competitive grass roots cricket
- Adult peak demand is assumed to be Saturday PM
 - Youth cricket peak demand is Weekdays anytime
- 4.7.11 A full methodology for calculating peak time capacity can be found in Technical Appendix B – Cricket Analysis.
- 4.7.12 Table 4.17 provides an analysis of all sites across the Borough where formal cricket demand has been identified. For all relevant sites, it has been identified whether there is spare capacity during the peak period (highlighted green). It should be noted that where sites are at an overall deficit of capacity (highlighted red), it is assumed that there is not spare capacity during the peak period. It has also been assumed that all sites that are currently available for community use but have no formal demand identified, there will be spare capacity at the peak period. Conversely, all sites that are not available for community use are assumed to have no spare capacity at the period of peak demand.

Table 4.17: Peak time supply and demand analysis – Cricket grass squares

Site Name	Sub area	No of Cricket Squares	Availability	Peak Time Balance – Adult Cricket (Sat PM)	Peak Time Balance – Junior Cricket (weekdays)
Anglo European School	A12 corridor	1	Available	No spare capacity in the peak period	5 match equivalents spare capacity in the peak period
Becket Keys Church Of England Free School Playing Fields	A12 corridor	1	Available	No spare capacity in the peak period	5 match equivalents spare capacity in the peak period
Bentley Cricket Club	Rural North	2	Available	No spare capacity in the peak period	7.5 match equivalents spare capacity in the peak period
Blackmore Sports And Social Club	Rural North	1	Available	No spare capacity in the peak period	5 match equivalents spare capacity in the peak period
Brentwood Cricket Club	A12 corridor	2	Available	No spare capacity in the peak period	5.5 match equivalents spare capacity in the peak period
Brentwood School Sports Centre	A12 corridor	5	Available	4 match equivalents spare capacity in the peak period	25 match equivalents spare capacity in the peak period
Brookweald Cricket Club	Rural North	1	Available	No spare capacity in the peak period	5 match equivalents spare capacity in the peak period
Coronation Playing Fields	Rural North	1	Available	No spare capacity in the peak period	5 match equivalents spare capacity in the peak period
Fairfields Recreation Ground	A12 corridor	1	Available	No spare capacity in the peak period	No spare capacity in the peak period

Site Name	Sub area	No of Cricket Squares	Availability	Peak Time Balance – Adult Cricket (Sat PM)	Peak Time Balance – Junior Cricket (weekdays)
Great & Little Warley Cricket Club	Rural South/A127 Corridor	1	Available	No spare capacity in the peak period	No spare capacity in the peak period
Herongate & Ingrave Cricket Club	Rural South/A127 Corridor	1	Available	No spare capacity in the peak period	No spare capacity in the peak period
Hutton Cricket Club	A12 corridor	2	Available	No spare capacity in the peak period	5 match equivalents spare capacity in the peak period
Navestock Cricket Club	Rural North	1	Available	No spare capacity in the peak period	5 match equivalents spare capacity in the peak period
Old Brentwoods Sports Club	Rural North	2	Available	1 match equivalent spare capacity in the peak period	10 match equivalents spare capacity in the peak period
Shenfield Cricket Club	A12 corridor	2	Available	No spare capacity in the peak period	8 match equivalents spare capacity in the peak period
Shenfield High School	A12 corridor	1	Available	No spare capacity in the peak period	5 match equivalents spare capacity in the peak period
South Weald Cricket Club Ground	Rural North	2	Available	0.5 match equivalents spare capacity in the peak period	8.5 match equivalents spare capacity in the peak period
St Martin'S School	A12 corridor	1	Not Available	No spare capacity in the peak period	No spare capacity in the peak period

4.7.13 Table 3.18 below summarises this information and shows the total spare capacity during the peak period for each of the three sub-area.

Table 4.18: Peak period spare capacity by sub-area

Sub-area	Total spare adult capacity in the peak period	Total spare junior capacity in the peak period
A12 corridor	1	63.5
Rural North	No spare capacity	46
Rural South/A127 Corridor	No spare capacity	No Spare Capacity

- 4.7.14 Table 4.18 illustrates that there is very little spare adult capacity for available cricket sites in the peak period, which limits future growth of clubs and does not allow site operators and management team to increase the amount of cricket played on a weekly basis. This will be considered alongside the total supply and demand analysis when providing recommendations on future cricket facility provision across the Borough. There is no capacity in the rural south sub area of the borough due to both sites being located there being scored as poor.
- 4.7.15 Table 4.18 also shows a large amount of spare capacity for junior cricket in the peak period. This is partly due to the number of school sites included in the study that are not currently used by community clubs for junior cricket. When removing these school sites (Anglo European School, Becket Keys School, Brentwood School Sports Centre, Shenfield High School) from the analysis, spare peak time junior capacity in the Borough is reduced from a total of 117 match equivalents to 77.

4.8 Strategic sites for Protection, Enhancement and Provision

4.8.1 Table 4.19 provides a justification for how each of the cricket sites should be Protected, Enhanced or Provided for.

Table 4.19 – Strategic cricket sites for protection, enhancement and provision

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
Anglo European School	A12 Corridor	1	0	0-60	This site has artificial pitch provision and is not used for community cricket	5 match equivalents spare capacity for junior cricket	<p>PR The site should be protected as playing fields in the Local Plan. This site is available for community use, however no community club demand was identified as part of the study and it is used by pupils of the school.</p> <p>E The outfield scored a 55% quality score and some drainage issues were identified as part of the site assessment. Increased maintenance of the cricket pitch and outfield is recommended.</p> <p>PV There are no recommendations to provide new facilities at the site.</p>
Becket Keys Church Of England Free School Playing Fields	A12 Corridor	1	0	0-60	This site has artificial pitch provision and is not used for community cricket	No spare capacity for adult or junior cricket	<p>PR The site should be protected as playing fields in the Local Plan. No community club demand has been recorded as part of the study, however it is used by pupils of the school.</p> <p>E The artificial wicket at the site is worn down,</p>

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
Bentley Cricket Club	Rural North	2	40-20	75-60	This site is currently under capacity for grass wickets	No spare capacity for adult cricket and 7.5 match equivalents spare capacity for junior cricket	<p>PR</p> <p>The site should be protected as playing fields in the Local Plan. It has two standard quality pitches that are used by Bentley CC's 5 adult and 5 junior teams.</p> <p>E</p> <p>Drainage improvement works are recommended, to address the flooding issues (on the first team square) that were identified as part of the site assessment and club consultation.</p> <p>The club also expressed a desire to invest in new sight screens and additional perimeter fencing.</p> <p>PV</p> <p>There are no recommendations to provide new facilities at the site.</p> <p>PR</p> <p>The site should be protected as playing</p>
Blackmore	Rural North	1	32-0	50-0	This site is	No spare	<p>PR</p> <p>The site should be protected as playing</p>

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)	
			Games played (Adult – Junior)	Capacity (Grass – Artificial)				
Sports And Social Club					currently under capacity for grass wickets	capacity for adult cricket and 5 match equivalents spare capacity for junior cricket		
							PV	There are no recommendations to provide new facilities at the site.
							PR	The site is home to one of the biggest cricket clubs in the area, Brentwood CC, and should be protected as playing fields in the Local Plan.
Brentwood Cricket Club	A12 Corridor	2	30-72	95-0	This site is currently over capacity for grass wickets	No spare capacity for adult cricket and 5.5 match equivalents spare capacity for junior cricket	E	
							PV	The site is currently over capacity for grass wickets. The installation of a non-turf pitch would be recommended in order to accommodate junior demand.

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
Brentwood School Sports Centre	A12 Corridor	5	20-0	145-0	The site is currently under capacity for grass wickets	4 match equivalents spare capacity for adult cricket and 25 match equivalents spare capacity for junior cricket	<p>PR The site should be protected as playing fields in the Local Plan. It has 5 good quality cricket pitches that are used by school pupils, as well as two adult teams from Brentwood CC.</p> <p>It is recommended that a long term community use agreement is put in place at the site to ensure that Brentwood CC, who do not have the capacity to grow given the existing quantity of supply and their 1st team ground, have long term security of use the site as a secondary pitch.</p> <p>E There are no recommendations to enhance facilities at the site.</p> <p>PV There are no recommendations to provide new facilities at the site.</p>
Brookweald Cricket Club	Rural North	1	20-0	50-0	The site is currently under capacity for grass wickets	No spare capacity for adult cricket and 5 match equivalents spare capacity for junior	<p>PR This site should be protected as playing fields in the Local Plan. The site is utilised by Brookweald CC.</p> <p>E The club have expressed their desire to utilise the pavilion as a social hub. In order to do so, the installation of central heating is required so that the pavilion can be used</p>

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
Coronation Playing Fields	Rural North	1	42-0	45-0	The site is currently under capacity for grass wickets	No spare capacity for adult cricket and 5 match equivalents spare capacity for junior cricket	<p>PR</p> <p>This site should be protected as playing fields in the Local Plan. It is home to Mountnessing CC and also serves as a secondary home ground for Hutton CC and Brentwood CC (2 adult teams each).</p>
Fairfields Recreation Ground	A12 Corridor	1	30-0	0-60	The site is currently over capacity for grass wickets	No spare capacity for adult or junior cricket	<p>PV</p> <p>There are no recommendations to provide new facilities at the site.</p>
						PR	<p>The site should be protected as playing fields in the Local Plan. It is used by Ingatestone CC, who have 3 adult teams and a small junior section with aspiration to start a formal junior cricket team in coming years.</p>

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
Great & Little Warley Cricket Club	Rural South/A127 Corridor	1	0	0-0	The site is currently over capacity for grass wickets	No spare capacity for adult or junior cricket	<p>E The club have recently had their lawn mower stolen, along with constant vandalism to the ancillary facility and outfield. Improved signage and increased security is recommended at the site. The site scored poorly overall as part of the site assessment, with particular care required to the artificial wicket and the ancillary facilities, which are in need of improvement/refurbishment, resulting in a 0 for capacity.</p> <p>PV There are no recommendations to provide new facilities at the site.</p> <p>PR No current demand was recorded at the site as part of the study, however in consultation with the ECB it was stated that Shenfield CC are looking at potentially running their 5th team or some junior sides from the site, and it should therefore be protected as playing fields in the Local Plan.</p> <p>E The site was deemed poor as part of the assessment. The grass wickets and ancillary facilities were in acceptable condition, however the outfield was overgrown and of very poor quality. A</p>

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
Herongate & Ingrave Cricket Club	Rural South/A127 Corridor	1	15-44	0-0	The site is currently over capacity for grass wickets	No spare capacity for adult or junior cricket	<p>PV</p> <p>There are no recommendations to provide new facilities at the site.</p>
Hutton Cricket Club	A12 Corridor	2	67-124	120-0	The site is currently over capacity for grass wickets	No spare capacity for adult cricket and 5 match equivalents spare capacity	<p>PR</p> <p>The site is home to Hutton CC, the largest club in Brentwood, and should be protected as playing fields in the Local Plan.</p> <p>E</p> <p>The site is very well maintained and scored within the 'good' category as part of the site assessment. The club also stated to be very</p>

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
Navestock Cricket Club	Rural North	1	61-0	60-0	The site is currently over capacity for grass wickets	No spare capacity for adult cricket and 5 match equivalents spare capacity for junior cricket	<p>PV happy with the quality of pitches and facilities, however the site has recently suffered from vandalism, damage to equipment and litter and therefore improved signage is recommended.</p> <p>PV There are no recommendations to provide new facilities at the site.</p> <p>PR The site should be protected as playing fields in the Local Plan. It is used by Navestock CC, who have 4 adult teams.</p> <p>E The grass wickets are maintained to a good standard, however some low levels of vandalism as well as dog fouling were identified as part of the site visit. The club also raised during consultation some issues with cars driving on the pitch and damaging the outfield. Improved signage is recommended, as well as exploring the possibility of installing pitch perimeter fencing.</p> <p>PV Shower facilities at the site have been recently upgraded but further refurbishment is required in the clubhouse.</p> <p>PV The club have plans to knock down the existing pavilion and build a brand new one,</p>

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
Old Brentwoods Sports Club	Rural North	2	20-0	60-60	The site is currently under capacity for grass wickets	1 match equivalents spare capacity for adult cricket and 10 match equivalents spare capacity for junior cricket	<p>PR</p> <p>The site should be protected as playing fields in the Local Plan. It is used by Old Brentwoods CC, who have 2 adult teams.</p> <p>E</p> <p>The club have plans to redevelop the clubhouse to accommodate more changing rooms, particularly female provision, as there is currently only one shower block to serve 5 changing rooms. It was also stated that funding is required to purchase a new outfield mower and an electronic scoreboard.</p> <p>PV</p> <p>There are no recommendations to provide new facilities at the site.</p>
Shenfield Cricket Club	A12 Corridor	2	48-22	75-0	The site is currently under capacity for grass wickets	No spare capacity for adult cricket and 8 match equivalents spare capacity	<p>PR</p> <p>The site should be protected as playing fields in the Local Plan. It is home to Shenfield CC, who have 5 adult and 6 junior teams.</p> <p>E</p> <p>Ancillary facilities scored 64% as part of the site assessment and upgrading is required.</p>

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
Shenfield High School	A12 Corridor	1	0	0-60	This site has artificial pitch provision and is not used for community cricket	5 match equivalents spare capacity for junior cricket	<p>PR</p> <p>The site should be protected as playing fields in the Local Plan. It is used by pupils of the school and also available to the community, however it is only used very occasionally by Shenfield CC when their ground is at demand.</p>
						for junior cricket	<p>PV</p> <p>On the club's main pitch there is open grass space that the club would like to develop to replace their current secondary pitch (Courage Playing Field). It is recommended to explore this possibility in order to avoid current issues at Courage Playing Field.</p>
							<p>The club have recently applied for funding to refurbish the changing rooms and toilet facilities and install disabled access and toilet.</p> <p>The club are also facing some issues with their second ground at Courage Playing Fields, where the Council have identified a need for a 11x3 metre fence to be put up and taken down after every game (cost circa £3,500), which was stated to be a major inconvenience and could affect the club significantly</p>

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
South Weald Cricket Club	Rural north	2	33-12	50-60	The site is currently under capacity for grass wickets	0.5 match equivalents spare capacity for adult cricket and 8.5 match equivalents spare capacity for junior cricket	<p>PR The site is home of Southweald CC, who have 3 adult and 3 junior teams, and should be protected as playing fields in the Local Plan.</p> <p>E Both cricket pitches at the site are well maintained and satisfy current demand from the club, however the practice nets are showing signs of aging and are in need of refurbishment/replacement.</p> <p>The pavilion is in need of new electrics and club have plans to have this done within the next 1-2 years.</p> <p>PV There are no recommendations to provide new facilities at the site.</p> <p>PR The site is not available for community use, however it is used by school pupils for</p>
St Martin's	A12 Corridor	1	0	0-60	N/A – the site is not available to the	N/A – the site is not available to	

Site Name	Sub Area	No of Pitches	Games Per Season		Capacity analysis	Peak time analysis	Justification for Protection (PR), Enhancement (E) or Provision (PV)
			Games played (Adult – Junior)	Capacity (Grass – Artificial)			
School					community	the community	<p>E</p> <p>PV</p> <p>physical activity and it should therefore be protected as playing fields in the Local Plan.</p> <p>During site assessment, the artificial strip was identified as poor –with rips and lifting in places and very run down – and the outfield was overgrown. An increased maintenance regime is recommended at the site.</p> <p>There are no recommendations to provide new facilities at the site.</p>

4.9 Cricket Summary

- 4.9.1 This section summarises the findings from the cricket analysis, which will form the basis of the recommendation and action plan section for Brentwood Borough Council.
- 4.9.2 Table 4.20 includes the response to 5 key questions, which are asked for all PPS studies across the UK, in order to provide a standardised illustration of supply and demand for sports provision.

Table 4.20 – Key PPS findings for cricket in Brentwood

Key Question	Analysis
What are the main characteristics of the current supply and demand for provision?	<p>There are 18 cricket sites in Brentwood - 17 sites are available to the community and 16 have secured community access. Ownership of cricket sites is split across the borough, with the majority being Local Authority/Parish Council owned (5), followed by Education (3) and Charity/Trust (3) owned sites. The majority of pitches (20) in Brentwood were deemed Standard as part of the site assessments. There are four pitches of good quality - all located at the Brentwood School Sports Centre, in the A12 corridor sub area – and four poor quality pitches, two of which are in the A12 corridor sub area (Becket Keys School, Fairfields Recreation Ground) and two in Rural South (Great & Little Warley Cricket Club, Herongate & Ingrave Cricket Club) The clubs with the largest number of cricket teams in Brentwood are Hutton CC (23 teams), Brentwood CC (16 teams), Shenfield CC (11 teams) and Bentley CC (10 teams). There is a total of 87 teams and 12 clubs identified as playing in Brentwood.</p>
Is there enough accessible and secured community use provision to meet current demand	<p>Brentwood School Sports Centre and Anglo European School are the only sites with unsecured community use. However, the latter is currently unused by the community due to a lack of demand, in addition to the majority of cricket sites in Brentwood being under capacity. This demonstrates that there is sufficient, accessible and secured, community use of existing provision to meet current demand within the Borough.</p>
Is the provision that is accessible of sufficient quality and appropriately maintained?	<p>85% of cricket sites in Brentwood scored a quality rating of Standard or Good, which suggests an adequate level of maintenance is being provided. Apart from in the Rural South Sub area where both pitches are scored as poor, so these sites require increased maintenance and investment to upgrade these sites. As a result, there is not enough supply in the Rural South Sub area to meet with the future demand.</p>
What are the main characteristics of the future supply and demand for provision	<p>With the projected increase in population across the area, there is a significant increase in cricket demand expected in Brentwood by 2033, particularly in the Rural South/A127 Corridor sub area due to planned housing developments. The future supply of community-accessible cricket facilities is relatively secure and future scenarios undertaken as part of the study have shown that there is enough capacity to accommodate future demand in Brentwood as a whole. However, the lack of artificial pitch provision and a significant increase in population in the Rural South/A127 Corridor sub area is likely to result in overplay within this area by 2033. This demand is likely to be displaced to sites located in the other two sub areas or in neighboring local authorities if local supply cannot be enhanced.</p>

Key Question	Analysis
<p>Is there enough accessible and secured community use provision to meet future demand?</p>	<p>The future supply and demand analysis indicates that there will be significant supply of grass pitch provision, when this is complemented by the utilisation of artificial wickets amongst sites for mid-week and junior matches.</p> <p>However, if all future demand was to be placed on grass wickets only, the analysis shows an overplay of 81 matches on secured sites by 2033. With a significant deficit within the A12 corridor and Rural south/A127 sub-areas.</p> <p>When looking at supply and demand during the peak period, the analysis shows there is a 1 match equivalent spare capacity for adult Cricket across Brentwood as a whole within the A12 Corridor but no spare capacity for adult cricket within the peak period in the Rural North or Rural South/A127 Corridor sub-areas. There is spare capacity for junior cricket within the peak period apart from Rural South/A127 North.</p>

5 FOOTBALL ANALYSIS

5.1 Introduction

- 5.1.1 This section of the report focusses on the supply and demand for grass football pitches. At the end of this section there is also a summary of the supply and demand findings for third generation (3G) Artificial Grass Pitches (AGP's) that are becoming increasingly important to service the needs of football for both competitive play and training.
- 5.1.2 This section includes the headline findings from the PPS, as well as a site by site analysis of football sites across Brentwood. For further detail on the supply and demand of football in the study area, Technical Appendix A – Football Analysis provides a detailed analysis of supply and demand of football in Brentwood, including all the required analysis as defined in the Sport England Playing Pitch Guidance.

5.2 Strategic Priorities for the Football Association

- 5.2.1 In August 2015, the Football Association (FA) released their National Game Strategy for Participation and Development (2015 – 2019), which committed the organisation to invest £260 million into grassroots football over the next four years. The strategy has four key priorities:
- Participation – 'More players playing football more often'. The FA are aiming to boost female youth participation by 11% and retain the current level of male team affiliation.
 - Player Development – 'Better quality players being developed and entering the talent pathways'. The FA will invest £16m into coach education and development programmes. There will also be 1,000 more top level grassroots coaches developed and on-going investment into the skills coaching programme for 5 – 11 year olds.
 - Better Training and Playing Facilities – The FA has committed £48m to new and improved facilities through the Football Foundation. This includes the roll out of a new sustainable model for grassroots facilities in 30 cities through football hubs owned and operated by local communities. An ambition has also been stated to ensure that half of mini-soccer and youth matches are played on high-quality artificial grass pitches.
 - Football Workforce – 'Recruiting and developing volunteers and paid staff who service the game'. This will grow the workforce, increase the number of qualified referees and ensure there is an advisory board for every County FA.
- 5.2.2 The national strategy follows the FA's October 2014 announcements, stating its intentions to deliver 30 football hubs in cities across the country. The FA intends to increase the number of full size, publicly accessibility 3G AGP's to over 1,000 across England. It also intends to facilitate the delivery of more than 150 new club-owned and managed football hubs to support the delivery of FA, County FA and professional club youth development and coach education programmes. It also aims to ensure that at least 50% of all mini soccer and 9v9 matches are played on good quality 3G AGP's. t

5.2.3 The FA are currently working on a revised 2019-21 Strategy, which will have the following pillars:

- High quality introduction to Football
- Engaging all participants and formats
- Developing clubs and leagues
- Recruiting, developing and supporting the workforce
- Developing sustainable Football facilities

5.2.4 A key trend for football across the country is the contraction of adult affiliated clubs and the growth of more casual and informal forms of football, such as 5 and 7-a-side and organised evening 11-a-side, typically played on floodlit 3G pitches. This trend reflects the perceived reduction in free time across the UK and the reticence to commit to weekly football on a Saturday or Sunday afternoon.

5.2.5 The growth of demand and supply of 3G provision and the changing patterns of demand among grass roots footballers is key and will be addressed as an output of this study.

5.2.6 In addition to the focus on 3G facilities the FA has emphasised, throughout consultations, the commitment of the organisation to improving grass pitches, with the overall target being to improve 2,000 grass pitches across the UK and reduce the amount of cancellations, especially due to waterlogging.

5.2.7 The body that governs football in the study area is the Essex County FA and all of the FA's community and development objectives are implemented through this local body.

5.2.8 Essex County FA is the strategic lead for football in Essex delivering the Essex County FA Moving Forward Strategy 2018 – 2021 in line with the FA National Game Strategy. It sets the strategic direction for football and is the lead organisation responsible for the development and administration of football across Essex. This is divided into core areas of the game with bespoke delivery strategies for:

- Football Development - Sustaining and Increasing Participation (across affiliated and recreational formats); Better Training and Playing facilities; Coach Education & better Players; Volunteers and Football Workforce
- Safeguarding and Welfare - Workforce & Education; Safeguarding Compliancy; Investigations; Environment
- Refereeing - Recruitment & retention; Coverage; Development & Promotion; Referee Workforce
- Governance - Onfield Discipline, Investigations; Regulations and Sanctions; Cups, Competitions and Representative Football

5.2.9 Essex County FA are also currently undertaking a Local Football Facility Plan for Brentwood Borough, which will have the purpose of identifying the priority projects for potential investment in the area.

5.2.10 Every local authority area in England will have a LFFP to enable investment in football facilities to be accurately targeted. Each LFFP, with guidance from local partners, will develop a list of high level projects for potential development, aligned to the investment priorities set in the National Football Facilities Strategy, including 1,000 new 3G pitches, 20,000 improved natural turf pitches, 1,000 new changing pavilions/clubhouses, and additional small sided facilities.

5.3 Consultation Overview

ESSEX FA CONSULTATION

- 5.3.1 4 global consulted with Essex County FA to provide an overview of club and facility needs and issues across the Borough. This section covers the main points raised during the consultation.
- 5.3.2 Football participation in Essex is high across the County, with large amounts of formal and informal football, played by all ages on a variety of surfaces. Brentwood Borough in particular is characterised by having a relatively high number of large clubs, especially given the low total population for the borough. In line with the recent National Strategy, the provision of 3G AGP's is a priority for the FA as this improves the quality and sustainability of football facilities across the UK.
- 5.3.3 For grass-based pitches, pitch ownership and maintenance are split between Local Authority, local clubs and third parties, with maintenance issues identified across a small number of sites. These views will be validated by the findings of this study and will provide the Council and the FA with information that can be used to improve natural turf pitches, which is a key performance indicator for the FA in the National Game Strategy 2018-2021.
- 5.3.4 The FA stated that a key priority is to provide facilities that are sustainable for the long-term future of football in the study area. As part of this, Essex County FA are committed to supporting large clubs across the Borough establish secure home grounds and facilities that will allow them to continue growing and developing across the lifetime of the strategy.

5.4 Supply

PITCH OWNERSHIP

- 5.4.1 As is common across the UK, a large proportion of sports provision in the study area is owned and operated by educational establishments and the local authority. Table 5.1 below shows the majority of sites (44%) in Brentwood are owned by BBC – six of which are also managed by BBC. The highest proportion of management type is educational establishments – 29% of all football sites.

Table 5.1 – Site ownership in Brentwood. Source: 4 global site assessments

Type of ownership	Ownership	Management
Charity/Trust	5	0
Club	1	5
Education	8	10
Local Authority	15	6
Private	5	5
Unknown	0	8

SECURITY OF TENURE

5.4.2 To understand the long-term trends and potential risks for football provision, it is important to understand the ‘security’ that is afforded to community access on football provision across the Borough. Decisions relation to security of tenure are taken on a case by case basis, using 4 global’s industry experience and through collaboration with the project steering group. As a starting point, one of the following elements typically constitutes a secure site;

- A formal community use agreement
- A leasing or management agreement requiring pitches to be available to the community
- A formal policy for community use adopted by the owner and or educational establishment
- Written confirmation from the owner and/or educational establishment

5.4.3 The following points provide a summary of the general security of tenure for football provision across the Borough;

- 18% of sites are identified as being unsecured, which represents a low proportion of football provision. The long-term security of football provision across the Borough is good as a result.
- Of the 52% of sites that are secure, 5 sites (15% of overall sites) are owned by the Local Authority, illustrating the key role of local government in the protection, enhancement and provision of future football facilities.
- For the remaining 30% of sites, it was not possible to determine their security of tenure during the site assessments

5.4.4 Detail of all sites and their security of use is contained within the Technical Appendix A – Football Analysis, as well as in the site by site analysis later in this report chapter.

EDUCATION SUPPLY

5.4.5 Football facilities are provided at educational establishments across the Borough, with different levels of community use and security of tenure. Where a site has been identified as being available for community use, pitches allocated to the relevant site are included within the total supply and demand analysis.

- 5.4.6 As part of the supply and demand scenario section, the overall supply of football provision across the Borough will also be tested without secured facilities included. This will be done by eliminating those facilities that are 'unsecured' for community use.

Table 5.2: Education facilities that have unsecured community use

Site Name	Sub Area
Anglo European School	A12 corridor
Anglo European School Grass Pitches	Rural North
Brentwood School Sports Centre	A12 corridor
Trinity School	Rural North

- 5.4.7 The following education establishments have been identified as being unavailable for community use and are therefore not included in the supply and demand analysis. Further detail is provided in the Technical Appendix A – Football Analysis, as well as the site by site analysis.

Table 5.3: Education facilities unavailable for community use

Site Name	Sub Area
Brentwood County High School	A12 corridor
Kelvedon Hatch County Primary School	Rural North
Long Ridings Primary School	A12 corridor

QUALITY OVERVIEW

- 5.4.8 To gather a full understanding of the supply of football pitches in Brentwood, the 4 global research team visited all football sites in the area and assessed the facilities using the FA's guidelines, as shown in Playing Pitch Strategy Appendix 2 - Football Association²⁰. Where appropriate an Institute of Groundsmen (IOG) qualified pitch assessor also undertook an assessment of key sites to cross check the original scores and ensure the scoring is consistent with the rest of the country.
- 5.4.9 A detailed record of all the supply data can be found in Technical Appendix A – Football Analysis, however this section will summarise the key findings.
- 5.4.10 Table 5.4 shows that of the 101 football pitches in Brentwood, the majority of pitches (75%) are rated as standard quality.
- 5.4.11 Table 5.4 also shows that the majority of football pitches in Brentwood are located in the A12 Corridor Sub Area.

²⁰ Sport England PPS Guidance – Football Appendix (<http://goo.gl/em3wyj>: 2015)

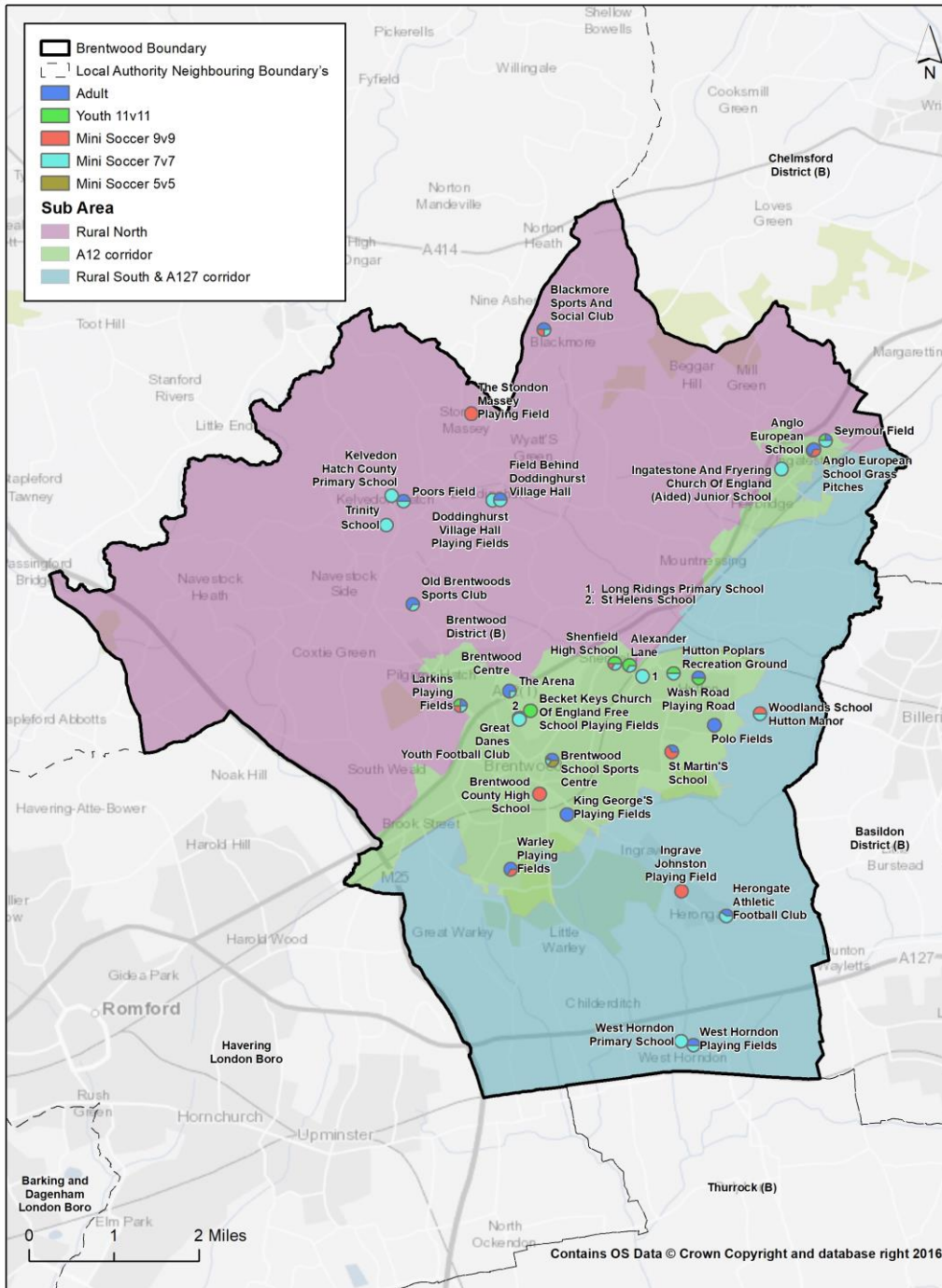
Table 5.4 – Supply of grass pitches in the study area. Source: 4 global site assessments

Sub Area	Quality score	Adult football	Youth football		Mini soccer		Total
		11v11	11v11	9v9	7v7	5v5	
A12 Corridor	Good (80-100%)	0	0	0	0	0	0
	Standard (50-79.9%)	16	5	8	12	6	47
	Poor (0-49.9%)	5	6	3	6	0	20
Rural North	Good (80-100%)	0	0	0	0	0	0
	Standard (50-79.9%)	9	0	2	7	0	18
	Poor (0-49.9%)	1	0	1	2	0	4
Rural South/A127 Corridor	Good (80-100%)	1	0	0	0	0	1
	Standard (50-79.9%)	2	0	2	7	0	11
	Poor (0-49.9%)	0	0	0	0	0	0
Total		34	11	16	34	6	101

5.4.12 Only one pitch in the Borough is rated good quality, this is one of the adult pitches located at Herongate Athletic Football Club. There are 24 pitches in the study area that are rated as poor quality – six Adult, six 11v11 Youth, four 9v9 Youth and 8 7v7 Mini Soccer pitches. The majority of these pitches (20) are located within the A12 corridor sub area and there are no poor pitches in the Rural South/A127 Corridor sub area.

5.4.13 Figure 5.1 overleaf shows the location of all football pitches across Brentwood Borough. The sites with the largest amount of provision are located within the sub areas of A12 corridor (67 grass pitches) and Rural North (22 grass pitches).

Figure 5.1 – Grass football provision in Brentwood. Source: 4g site assessments



Football pitches by type in Brentwood



5.5 Demand

- 5.5.1 Football is the most popular team participation sport across the Borough, with a total of 240 teams recorded by the study. Consultation was undertaken with 39 clubs in the area, with any remaining team data obtained from FA's latest affiliation data (Whole Game System). Table 5.5 below summarises the range of football team age groups playing in Brentwood. The majority of teams (25%) are Adult Men's. There is also a large proportion of Mini Soccer 5v5 (19%) and Youth Boys teams (18%).
- 5.5.2 Over 65% of the total number of teams playing in the Brentwood Borough are playing at sites that are located within the A12 Corridor Sub Area - 157 teams.

Table 5.5 – Team Profile for football in Brentwood

Sub-Area	Adult Teams		Youth Teams						Mini Teams		Total
	Men's	Ladies	Mixed		Boys		Girls		Mini Soccer		
			11v11	9v9	11v11	9v9	11v11	9v9	7v7	5v5	
A12 Corridor	36	5	1	12	28	14	5	2	23	31	157
Rural North	11	1	0	4	15	3	2	1	6	5	48
Rural South/A127 Corridor	14	0	0	0	0	3	0	0	9	9	35
Total – Brentwood Borough	61	6	1	16	43	20	7	3	38	45	240

- 5.5.3 Using the above team data and the volume of 39 clubs that were surveyed, the club-to-team ratio in Brentwood is 1:6.15, i.e. each club runs on average 6.15 teams. This compares to a national ratio of 1:3.3 and shows that there are more teams within each club on average compared to national levels.

MAJOR CLUB DEMAND SUMMARY

- 5.5.4 There are four clubs in the Borough that have been identified as key football clubs in the area. Summarised in Table 5.6 below are the major priorities and issues raised by each of the clubs during consultation. Reference to the quality of pitches and ancillary facilities may differ to that of 4 global site assessments. A more detailed analysis of these clubs can be seen in Technical Appendix A – Football Analysis.

Table 5.6 – Major club consultation summaries in Brentwood

Club	Consultation Summary
Hutton	They currently train at multiple venues across Brentwood (Shenfield School 3G and grass pitches, Hutton Poplars, Wash Road, Polo Fields – with clubhouse), whilst the ladies team play in Basildon. They have secured a lease on a parcel of agricultural land on Chelmsford Road that they plan to develop into further grass pitches with a two changing room pavilion. Essex FA and The Football Foundation are engaged the project and there are ongoing discussions around partnership funding.

	<p>The club believes there to be a threat to the grass pitches at Shenfield school with proposed new school/housing development.</p> <p>The club has no plans to expand because it has grown a lot over the past few years and has run out of space. It is therefore struggling workforce wise and think it would be a huge risk to the stability of the club if they were to expand further. They now wish to sustain their 60 teams to the high standards they set. They work in partnership with other clubs in the borough to signpost disability players to Great Danes.</p>
Stones Athletic	<p>Currently 4 different locations they use for training. 2 of which are outside of Brentwood (Chelmer Park and Moulsham High School), even though one of those facilities is quite dangerous in icy conditions (Chelmer Park)</p> <p>Their younger age groups train on a Saturday at Seymour Fields, which is also where they play their fixtures (Saturdays and Sunday's). The changing rooms are unsuitable as you have to walk through in order to get to the toilets. This creates a safeguarding issue when adults football is being played, and means there is unfortunately no provision for women's and girls' football. Essex FA are working with The Parish Council and The Football Foundation to support a building refurb project but the Parish Council are experiencing difficulties with obtaining the lease and therefore a finding application is being delayed.</p> <p>The younger age groups currently train in the gaps between the pitches and space is very limited for them. There is space across the road from the main site as well as at the far end of the site which is currently unused.</p> <p>They also rent facilities from Anglo European School, the other side of the A12. There is 3 football and 3 rugby pitches on the site, however the pitch layout does not make the most of the space. They would like the school to look at reconfiguring the pitches to support their extra demand for 9 v 9 pitches from next season. PPS to look at use of rugby pitches on this by school/community.</p>
Brentwood Town Youth and Brentwood Town	<p>The club currently leases the land at the Arena from the council. The lease is due to expire on 31st December 2020. This means they are unable to fulfil ground improvement works which is central to their place in the league (Ryman League). They need to provide security of tenure for beyond 31st of December 2020 by 31st March 2018 or they face expulsion from the league. The situation is urgent as there is no other facility within Brentwood that can hold a team of their size.</p> <p>They also rent the land around the Brentwood centre, where they do all of the maintenance of the facility, however the council rent it out to other groups. The groups who use it don't follow a health and safety policy, and on 2 occasions have drilled through the electricity supply for the floodlights. This has led to lost revenue for the club as they have been unable to hold evening fixtures, FA cup replays etc.</p> <p>They rent a playing space in Fyfield, which is outside of Brentwood, and vary which team plays there dependent on the distance the opposition have to travel.</p> <p>They have lost their ladies teams (who were having to play fixtures in Southend) as well as losing some of their adults and veterans sides. This is all down to a lack of facilities, and has hit the club economically as they no longer spend money in the bar or volunteer to help at the club.</p> <p>However the biggest issue by far remains the issues with their lease and the reluctance from the council to help secure their tenure</p>
Great Danes	<p>The club operate 40 teams from U7's through to U18's including a recreational disability group. They have no ambitions to develop an adult section but work in partnership with Hutton to progress players into adult football. They have a lot of unmet demand particularly at the younger age groups. They lease a facility (grass pitches and small pavilion) from the catholic diocese which has 7 years left to run.</p> <p>They also use grass pitches from Becket Keys School as well as one 9-a-side pitch from St Helens Catholic Infant School. For all training during the winter they use the sand based astro turf at Becket Keys (and are part of the trust which runs the facility). They have bookings on this throughout the week and space is limited with 8 teams training on it at once on some occasions. Ideally they would like access to a 3G pitch as this would enable them to hold training on a better surface with more</p>

	<p>space however a more realistic next target is to build a clubhouse, where they can offer better changing facilities and a clubhouse.</p> <p>There is land in the surrounding area which the club believe has been earmarked for housing development however is listed as playing fields and currently not being used. If this land was developed into pitches this would increase their capacity. They would like the local authority to consider an improvement to football facilities if further housing is developed around their home ground.</p>
Brentwood Youth AFC	<p>At present Brentwood Youth AFC have 35 sides, however are looking to expand this to 60 in the coming seasons. The club have a number of sides across a number of ages and genders, and find themselves split across multiple sites:</p> <p>Old Brentwood Sports Club: 2 11v11 pitches Kelvedon Hatch Nuclear Bunker: 2 11v11 pitches Woodlands School: 2 7v7, 2 9v9 Larkins Playing Field: 1 11v11, 1 9v9, 1 7v7</p> <p>The clubs use all sites equally however the preferred site is Larking playing field. The club are currently trying to establish a license to occupy, and use this site for all of their demand. The club will then look to expand the site in order to increase the number of playing pitches present. Should this be possible, the club are then looking to expand the car park, along with renovating it, and then establish suitable changing provision on site. In the near future, the club are looking to carry out surface works to the grass pitches however are keen to establish suitable funding for all works to prevent a loss of club funds.</p>

EDUCATION DEMAND

- 5.5.5 As part of the demand analysis, it is important to understand the impact of school usage on the capacity of football pitches and as to whether school demand has an impact on the supply and demand of pitch provision
- 5.5.6 As part of the consultation phase of the project, all schools were asked whether school (both curriculum or after school usage) leads to pitches either being unavailable or partially available for community use.
- 5.5.7 No education facilities in Brentwood identified their provision as not being available due to existing demand from school pupils. Therefore, all school sites that are available for community use have been included in the capacity analysis.

5.6 Future Demand

DEMAND DRIVEN BY POPULATION GROWTH

- 5.6.1 To calculate the future demand for football in the study area, a Team Generation Rate²¹ has been calculated using the current number of teams and the current population. This measure allows us to calculate what size of population (for various age groups) will typically cause enough demand for a football team.
- 5.6.2 This Team Generation Rate can then be applied to the population projections for the local authority to confirm how population growth or reduction will affect the demand for teams in each of the key age groups.

²¹ The Team Generation Rate calculation uses the current number of teams and the current population to calculate a proxy measure of the number of total residents per relevant sports team. This measure is therefore applied to the projected population (depending on the length of the strategy) to predict how many additional teams will be required in order to satisfy the demand from the 'new' population.

Table 5.7 – Team Generation Rates for Football in the A12 Corridor sub area

Football age group	Current popn. per age group	No. Of teams	TGR (Teams Generation Rate)	Future population (2036) per age group	Population Change in Age Group	Potential Change in Team Numbers in Age Group
Football Adult Men 11v11 (16-45yrs)	10883	36	302	11731	849	3
Football Adult Women 11v11 (16-45yrs)	11014	5	2203	11478	464	0
Football Youth Boys 11v11 (12-15yrs)	1329	29	46	1622	292	6
Football Youth Girls 11v11 (12-15yrs)	1322	5	264	1544	222	1
Football Youth Boys 9v9 (10-11yrs)	669	26	26	803	134	5
Football Youth Girls 9v9 (10-11yrs)	718	2	359	793	74	0
Football Mini Soccer Mixed 7v7 (8-9yrs)	2182	23	95	2249	67	1
Football Mini Soccer Mixed 5v5 (6-7yrs)	2288	31	74	2277	-11	0
Total Projected additional demand (teams)						16

Table 5.8 – Team Generation Rates for Football in the Rural North sub area

Football age group	Current popn. per age group	No. Of teams	TGR (Teams Generation Rate)	Future population (2036) per age group	Population Change in Age Group	Potential Change in Team Numbers in Age Group
Football Adult Men 11v11 (16-45yrs)	1878	11	171	2050	172	1
Football Adult Women 11v11 (16-45yrs)	1908	1	1908	2027	119	0
Football Youth Boys 11v11 (12-15yrs)	311	15	21	378	66	3
Football Youth Girls 11v11 (12-15yrs)	359	2	179	407	48	0
Football Youth Boys 9v9 (10-11yrs)	148	7	21	179	31	1

Football Youth Girls 9v9 (10-11yrs)	153	1	153	177	24	0
Football Mini Soccer Mixed 7v7 (8-9yrs)	499	6	83	502	3	0
Football Mini Soccer Mixed 5v5 (6-7yrs)	449	5	90	456	7	0
Total Projected additional demand (teams)						5

Table 5.9 – Team Generation Rates for Football in the Rural South/A127 Corridor sub area

Football age group	Current popn. per age group	No. Of teams	TGR (Teams Generation Rate)	Future population (2036) per age group	Population Change in Age Group	Potential Change in Team Numbers in Age Group
Football Adult Men 11v11 (16-45yrs)	855	14	61	1968	1114	18
Football Adult Women 11v11 (16-45yrs)	883	0	N/A	1776	893	0.5*
Football Youth Boys 11v11 (12-15yrs)	141	0	N/A	347	207	3*
Football Youth Girls 11v11 (12-15yrs)	141	0	N/A	248	107	0.5*
Football Youth Boys 9v9 (10-11yrs)	85	3	28	189	103	4
Football Youth Girls 9v9 (10-11yrs)	58	0	N/A	157	99	0
Football Mini Soccer Mixed 7v7 (8-9yrs)	314	9	35	398	84	2
Football Mini Soccer Mixed 5v5 (6-7yrs)	253	9	28	363	109	4
Total Projected additional demand (teams)						32

*Due to the lack of current demand in this sub area in the Adult Women, Youth 11v11 Boys, Youth 11v11 Girls and Youth 9v9 Girls age groups, Sport England's Playing Pitch New Development Calculator (PPNDC) has been utilised to estimate the future number of teams generated by the Dunton Hills housing development project. The full Playing Pitch New Development Calculator is included as Technical Appendix E – Playing Pitch New Development Calculator

- 5.6.3 Table 5.7 to 5.9 above show that the total projected additional demand generated by the population increase between 2018 and 2033 in Brentwood will be 53 teams – the majority of these teams are Adult Men's (22) and Youth Boys (22). It also shows a lack of sufficient demand to generate the need for additional Women's and Girl's teams – only one additional girls team is projected across the borough.

- 5.6.4 When comparing the findings for the whole study area to national trends, the increase in Youth and Mini teams is consistent with the rest of the country – there is an upward trend for the rest of the UK. The projected increase in adult football team’s contrasts with findings from across the rest of the UK, which sees a reduction forecast in adult football (11v11).
- 5.6.5 It is important to note that this calculation assumes that clubs, the Council and the local FA development officers do not improve their marketing or participation schemes over the period and are therefore no more successful than they are now in attracting new players to participate in football in the study area. In reality, it is expected that there will be improved channels of digital communication and improved maintenance technology, as well as higher quality ancillary provision. The output of this will be a higher quality and an improved ability to generate additional demand and convert it into participation.
- 5.6.6 In addition, unmet and displaced demand for provision is also identified on a sport by sport basis. Unmet demand is defined as the number of additional teams that could be fielded if access to a sufficient number of pitches (and ancillary facilities) was available. Displaced demand refers to teams that are generated from residents of the area but due to any number of factors do not currently play within the area.
- 5.6.7 Brentwood Town FC, Great Danes Youth, and Hutton FC have stated to have some level of unmet match and training demand and highlighted the need for an additional AGP in the area to address this. This is unmet demand that is factored into the capacity analysis for football in Brentwood.
- 5.6.8 Brentwood Town Youth, Hutton Ladies and Stones Athletic currently have a number of their teams utilising facilities in neighbouring local authorities, this is due to either the lack of suitable and available pitches within Brentwood, or the utilisation of central venues determined by the league that they participate in.
- 5.6.9 No other unmet or displaced demand has been identified as part of this study.

Table 5.10 – Displaced demand for football in Brentwood Borough

Club	Sub Area	Adult Teams		Youth Teams		Mini Teams		Total Displaced Demand (Match Equivalents)	Location of Displaced Demand	Reason for Demand Displacement
		Mens	Ladies	11 V 11	9 V 9	7 V 7	5 V 5			
Brentwood Town FC and Youth	A12 corridor	0.5		1				1.5	Fyfield – Epping Forest	Lack of available facilities in Brentwood Borough
Brentwood Town Ladies	A12 corridor		0.5						Len Forge Centre - Southend	Unknown
Hutton FC	A12 corridor		1					1	Selex Centre - Basildon	Lack of suitable pitch and facilities in Brentwood Borough
Stones Athletic	A12 corridor			0.5	0.5	0.5	0.5	2	Not specified	League Venues

DEMAND DRIVEN BY LATENT DEMAND

5.6.10 Latent demand is demand that evidence suggest may be generated from the current population should they have access to more or better provision. While a large amount of future demand will be driven by population growth, it is also likely that clubs and operators are successful in converting latent demand into actual demand, therefore increasing the number of people playing football. Table 5.11 below displays all clubs that have identified latent demand (not currently active), with the intention of converting into affiliated football demand within the next 1 – 3 years. This provides an estimation of the number of new teams that will be required in Brentwood, in addition to the teams generated by population growth.

Table 5.11: Latent demand for football in Brentwood

Football Club	Sub-Area	Adult teams		Youth teams		Mini teams	Total
		Mens	Ladies	Boys	Girls	Mini soccer	
Brentwood Town FC	A12 Corridor	5	0	0	0	0	5
Brentwood Town Youth	A12 Corridor	2	0	0	6	0	8
Great Danes Y	A12 Corridor	0	0	10	2	8	20
Herongate Athletic	Rural South/A127 Corridor	0	0	6	0	0	6
Hutton	A12 Corridor	0	0	3	0	4	7
Shenfield Association	A12 Corridor	1	0	0	0	0	1
Stones Athletic Y	A12 Corridor	0	0	0	0	3	3
Brentwood Borough		8	0	19	8	15	50

5.6.11 The additional demand, both from population growth and the conversion of latent demand, will be considered as part of the future capacity analysis in the following sections.

5.7 Supply and Demand Balance

5.7.1 This section presents the supply and demand balance findings for grass football pitches (both for current and future scenarios) for the study.

5.7.2 The pitch balance figures (i.e. the relationship between supply and demand) have been calculated using the capacity and pitch quality ratings, with further detail provided in Technical Appendix A – Football Analysis.

OVERPLAY

5.7.3 Overplay occurs when a grass football pitch is played on a greater amount than is recommended by the pitch's carrying capacity. For example, if an adult football pitch is given a quality rating of **standard**, then it has a recommended maximum usage of 2

match equivalents per week. If, however, this pitch is used for 3 adult football matches per week (equating to 3 match equivalents), the pitch is being used over and above its carrying capacity and is therefore being overplayed by one match equivalent.

- 5.7.4 There are a number of reasons for a pitch being overplayed, such as lack of alternative provision, poor site management, or a discrepancy in pitch rates, making some more affordable than others.
- 5.7.5 It is important that any overplay of pitches is considered as part of the overall supply and demand analysis, therefore Table 5.12 below identifies all sites that have pitches with overplay.
- 5.7.6 Where overplay has been identified as part of this analysis, it is included within the overall supply and demand analysis for football in the Borough. Sites such as Old Brentwoods Sports Club and The Arena are currently subject to significant overplay, which is influenced by a lack of provision and a significant amount of demand for formal football provision.
- 5.7.7 A full capacity analysis of all sites with football provision is included within Technical Appendix A – Football Analysis.

Table 5.12: Overplay of Football pitches in Brentwood Borough (Only sites with overplay included)

Site Name	Sub Area	Balance - Overplay or Spare Capacity (match equivalents)					
		Adult	Yth 11v11	Yth 9v9	Mini 7v7	Mini 5v5	Total balance
Alexander Lane	A12 corridor	0	2	0	2	-3	1
Anglo European School Grass Pitches	Rural North	4	-1	2	0	0	5
Brentwood School Sports Centre	A12 corridor	14	-1	2	12	24	51
Doddinghurst Village Hall Playing Fields	Rural North	0	-0.5	-1.5	2	0	0
Great Danes Youth Football Club	A12 corridor	1.5	-3.5	0.5	3.5	-3	-1
Herongate Athletic Football Club	Rural South/A127 Corridor	-1.5	0	-1.5	8	-4.5	0.5
Hutton Poplars Recreation Ground	A12 corridor	0	1	-2	1	0	0
King George'S Playing Fields	A12 corridor	-0.5	0	0	0	0	-0.5
Old Brentwoods Sports Club	Rural North	4	-7.5	-4	5	-2.5	-5
Seymour Field	A12 corridor	0	0.5	-1	6	-2	3.5
Shenfield High School	A12 corridor	-1.5	4.5	1	5.5	-4	5.5
St Helens School	A12 corridor	-1	-1	0	3.5	0	1.5
St Martin'S School	A12 corridor	1.5	-2.5	0	-2	0	-3
The Arena	A12 corridor	0.5	-2	-1.5	1.5	-3	-4.5
Warley Playing Fields	A12 corridor	-1	-1.5	2	0	0	-0.5
Wash Road Playing Road	A12 corridor	0.5	-1	0	0	0	-0.5

TOTAL BOROUGH SUPPLY AND DEMAND

5.7.8 Tables 5.13 to 5.16 provide the supply and demand analysis for all grass football provision in each of the sub areas in Brentwood, as well as the Borough as a whole. The analysis includes six scenarios, which are repeated for each of the sub-areas in the following sections. These scenarios include different levels of supply and demand, to test the impact of potential changes over the lifetime of the strategy. For example, scenario 3 and 5 only take into consideration sites that are secured for community use in 2018 and 2033 respectively.

Table 5.13: Overall football supply and demand for the A12 Corridor Sub Area

Balance per Pitch Type	Adult	Youth 11v11	Youth 9v9	Mini 7v7	Mini 5v5	Total
Scenario 1 - All sites included in supply and demand analysis (2018)						
Total supply	37	16	19	60	24	156
Total demand	20	17.5	13	13	15	78.5
Balance	17	-1.5	6	47	9	77.5
Scenario 2 - Sites that are available to the community (2018)						
Total supply	35	16	17	52	24	144
Total demand	20	17.5	13	13	15	78.5
Balance	15	-1.5	4	39	9	65.5
Scenario 3 - Sites that are secured for community use (2018)						
Total supply	17	16	11	32	0	76
Total demand	20	17.5	13	13	15	78.5
Balance	-3	-1.5	-2	19	-15	-2.5
Scenario 4 – Peak time capacity analysis – all available sites (2018)						
Peak Period Capacity	21	11	10	16	6	64
Demand	20	17.5	13	13	15	78.5
Peak Period Balance – all available sites	1	None	None	3	None	None
Scenario 5 - Future Analysis for all sites available to the community (2033)						
Total supply	35	16	17	52	24	144
Total demand (Including additional demand from TGR and latent demand)	25.5	24.25	18.75	17	19	104.5
Displaced demand	2*	1*	0*	0*	0*	3*

Balance per Pitch Type	Adult	Youth 11v11	Youth 9v9	Mini 7v7	Mini 5v5	Total
Balance	7.5	-9.25	-1.75	35	5	36.5
Scenario 6 - Future analysis for all secured sites (2033)						
Total supply	17	16	11	32	0	76
Total demand (Including additional demand from TGR and latent demand)	25.5	24.25	18.75	17	19	104.5
Displaced demand	2*	1*	0*	0*	0*	3*
Balance	-10.5	-9.25	-7.75	15	-19	-31.5

*Displaced demand: includes demand as per table 4.11, assuming that demand that is currently taking place outside of the study area due to lack of available/suitable facilities returns to the Borough in the future.

5.7.9 Table 5.13 identifies the following key findings;

- A12 corridor has the largest amount of grass pitch provision and the highest level of football demand in the Borough.
- Although the analysis for all available sites shows an overall surplus in capacity across the sub area, when looking at secured provision only there is a deficit of 2.5 match equivalents. This is mainly to the lack of secured Mini Soccer 5v5 provision, and less than 50% of adult provision being secured for community use.
- By 2033, this deficit increases to 31.5 match equivalents, with Mini 7v7 pitches being the only pitch type that is not showing overplay.
- An increase in secured football provision is required in the area in order to allow clubs any further growth. Alternatively, an improved maintenance regime is recommended at sites that hold current demand in order to increase their carrying capacity significantly.

Table 5.14: Overall football supply and demand for the Rural North Sub Area

Balance per Pitch Type	Adult	Youth 11v11	Youth 9v9	Mini 7v7	Mini 5v5	Total
Scenario 1 - All sites included in supply and demand analysis (2018)						
Total supply	19	0	5	32	0	56
Total demand	6	9	5.5	3	2.5	26
Balance	13	-9	-0.5	29	-2.5	30
Scenario 2 - Sites that are available to the community (2018)						
Total supply	19	0	5	28	0	52
Total demand	6	9	5.5	3	2.5	26
Balance	13	-9	-0.5	25	-2.5	26
Scenario 3 - Sites that are secured for community use (2018)						
Total supply	15	0	3	20	0	38

Balance per Pitch Type	Adult	Youth 11v11	Youth 9v9	Mini 7v7	Mini 5v5	Total
Total demand	6	9	5.5	3	2.5	26
Balance	9	-9	-2.5	17	-2.5	12
Scenario 4 – Peak time capacity analysis – all available sites (2018)						
Peak Period Capacity	10	0	3	8	0	21
Demand	6	9	5.5	3	2.5	26
Peak Period Balance	4	None	None	5	None	None
Scenario 5 - Future Analysis for all sites available to the community (2033)						
Total supply	19	0	5	28	0	52
Total demand (Including additional demand from TGR and latent demand)	6.5	10.5	6	3	2.5	28.5
Balance	12.5	-10.5	-1	25	-2.5	23.5
Scenario 6 - Future analysis for all secured sites (2033)						
Total supply	15	0	3	20	0	38
Total demand (Including additional demand from TGR and latent demand)	6.5	10.5	6	3	2.5	28.5
Balance	8.5	-10.5	-3	17	-2.5	9.5

5.7.10 Table 5.14 identifies the following key findings;

- When including all available supply and demand across the Rural North sub area, there is a clear deficit in capacity of grass pitch football provision for Youth 11v11, 9v9 and Mini Soccer 5v5 pitches. However, looking at the overall figures, the analysis shows a surplus for both current and future scenarios. In practice, this means that a number of 10-15 year olds will be playing on adult pitches, rather than the youth 11v11 sized pitch that is recommended, and a number of 6-7 year olds will be playing on Mini Soccer 7v7 pitches instead of the recommended 5v5.
- When including only sites that have secure community use, there is 23.5 match equivalents of spare capacity across all pitch types. By 2033, this spare capacity lessens to 9.5 match equivalents.

Table 5.15: Overall football supply and demand for the Rural South/A127 Corridor Sub Area

Balance per Pitch Type	Adult	Youth 11v11	Youth 9v9	Mini 7v7	Mini 5v5	Total
Scenario 1 - All sites included in supply and demand analysis (2018)						
Total supply	7	0	4	28	0	39
Total demand	7	0	1.5	4.5	4.5	17.5
Balance	0	0	2.5	23.5	-4.5	21.5

Balance per Pitch Type	Adult	Youth 11v11	Youth 9v9	Mini 7v7	Mini 5v5	Total
Scenario 2 - Sites that are available to the community (2018)						
Total supply	7	0	4	28	0	39
Total demand	7	0	1.5	4.5	4.5	17.5
Balance	0	0	2.5	23.5	-4.5	21.5
Scenario 3 - Sites that are secured for community use (2018)						
Total supply	7	0	4	28	0	39
Total demand	7	0	1.5	4.5	4.5	17.5
Balance	0	0	2.5	23.5	-4.5	21.5
Scenario 4 – Peak time capacity analysis – all available sites (2018)						
Peak Period Capacity	3	0	2	7	0	12
Demand	7	0	1.5	4.5	4.5	17.5
Peak Period Balance	None	None	0.5	2.5	None	None
Scenario 5 - Future Analysis for all sites available to the community (2033)						
Total supply	7	0	4	28	0	39
Total demand (Including additional demand from TGR and latent demand)	16.25	3.25	5	5.5	6.5	36.5
Balance	-9.25	-3.25	-1	22.5	-6.5	2.5
Scenario 6 - Future analysis for all secured sites (2033)						
Total supply	7	0	4	28	0	39
Total demand (Including additional demand from TGR and latent demand)	16.25	3.25	5	5.5	6.5	36.5
Balance	-9.25	-3.25	-1	22.5	-6.5	2.5

5.7.11 Table 5.15 identifies the following key findings;

- Rural South/A127 Corridor is the sub area with the least amount of grass pitch provision and lowest level of football demand in the Borough.
- All grass pitch provision in the area is secured for community use.
- When including all available supply and demand, the analysis shows spare capacity of 21.5 match equivalents in the sub area. However, there is a lack of Youth 11v11 and Mini Soccer 5v5 pitches, and Adult pitches are currently at capacity.
- When looking at future scenarios, including demand from the projected additional teams, there is a deficit across all pitch types except for Mini Soccer 7v7. It is likely that, if additional pitches and improved maintenance of existing pitches is not provided, some football demand will be displaced to facilities located in other areas within Brentwood or neighbouring local authorities.

Table 5.16: Overall football supply and demand for Brentwood Borough

Balance per Pitch Type	Adult	Youth 11v11	Youth 9v9	Mini 7v7	Mini 5v5	Total
Scenario 1 - All sites included in supply and demand analysis (2018)						
Total supply	63	16	28	120	24	251
Total demand	33	26.5	20	20.5	22	122
Balance	30	-10.5	8	99.5	2	129
Scenario 2 - Sites that are available to the community (2018)						
Total supply	61	16	26	108	24	235
Total demand	33	26.5	20	20.5	22	122
Balance	28	-10.5	6	87.5	2	113
Scenario 3 - Sites that are secured for community use (2018)						
Total supply	39	16	18	80	0	153
Total demand	33	26.5	20	20.5	22	122
Balance	6	-10.5	-2	59.5	-22	31
Scenario 4 - Future Analysis for all sites available to the community (2033)						
Total supply	61	16	26	108	24	235
Total demand (Including additional demand from TGR and latent demand)	48	36.25	29.75	25.5	28	167.5
Displaced demand	2*	1*	0*	0*	0*	3*
Balance	11	-21.25	-3.75	82.5	-4	64.5
Scenario 5 - Future analysis for all secured sites (2033)						
Total supply	39	16	18	80	0	153
Total demand	48	36.25	29.75	25.5	28	167.5

Balance per Pitch Type	Adult	Youth 11v11	Youth 9v9	Mini 7v7	Mini 5v5	Total
(Including additional demand from TGR and latent demand)						
Displaced demand	2*	1*	0*	0*	0*	3*
Balance	-11	-21.25	-11.75	54.5	-28	-17.5

*Displaced demand: includes demand as per table 4.11, assuming that demand that is currently taking place outside of the study area due to lack of available/suitable facilities returns to the Borough in the future.

5.7.12 Table 5.16 identifies the following key findings;

- When including all available supply and demand across Brentwood, there is spare capacity for grass pitch football provision across the Borough, for all pitch typologies apart from youth 11v11. This is likely to be caused by youth teams playing on Adult 11v11 pitches rather than youth 11v11 pitches
- When including only sites that have secure community use, there is a small amount of total spare capacity for 2018, which converts to a deficit over the lifetime of the strategy, with the exception of Mini 7v7 pitches, which show a large surplus on both current and future scenarios.
- When including all sites that are available to the community, the future analysis illustrates a minimal level of spare capacity for Adult pitches and a large surplus for Mini 7v7, however there is a deficit for all other pitch typologies. This does not take into consideration any strategic reserve or 'resting' of pitches and therefore illustrates that the existing level of supply is required to meet the future demand for adult and junior football
- The future analysis for secured sites illustrates that there is projected to be a significant deficit of secured pitch provision over the lifetime of the strategy, with youth all typologies, except for Mini 7v7, having a deficit of provision. The reconfiguration of existing Mini 7v7 pitches into other pitch typologies should be considered.

5.8 Peak Time Analysis

5.8.1 In line with the 2013 Sport England PPS guidance, this study has considered the total supply and demand for facilities, measured in match equivalents per week.

5.8.2 While this is a valuable measure of whether or not pitches are at capacity, underplayed or overplayed, the patterns of demand should also be considered when assessing whether there are sufficient facilities across the Local Authority.

5.8.3 With this in mind, this section undertakes a peak time capacity analysis, to assess whether there are sufficient facilities during the periods that the greatest proportion of the population like to play football.

5.8.4 This will indicate whether there are enough pitches to satisfy the demand where a large amount of football is played at the same time (e.g. are there enough Adult 11v11 pitches so that all adult's teams can to play on Saturday afternoons)

5.8.5 The following peak times for each pitch type have been developed using data collected during the demand consultations with clubs and the Whole Game System FA report.

- Adult peak demand is Saturday PM
- Youth 11v11 peak demand is Sunday PM
- Youth 9v9 peak demand is Sunday PM
- Mini Soccer 7v7 peak demand is Sunday AM
- Mini Soccer 5v5 peak demand is Sunday AM

5.8.6 A full methodology for calculating peak time capacity can be found in Appendix A

5.8.7 Table 5.17 provides an analysis of all sites across the local authority where formal football demand has been identified. For all relevant sites, it has been identified whether there is spare capacity during the peak period (highlighted green).

5.8.8 It should be noted that where sites are at an overall deficit of capacity (highlighted red), it is assumed that there is no spare capacity during the peak period. It has also been assumed that all sites that are currently available for community use but have no formal demand identified, there will be spare capacity at the peak period. Conversely, all sites that are not available for community use are assumed to have no spare capacity at the period of peak demand. The blank cells show where there are no pitches of this type on the site.

Table 5.17: Spare Peak Time Capacity for Football

Site	Adult 11v11	Yth 11v11	Yth 9v9	Mini 7v7	Mini 5v5
Alexander Lane	No pitch provision	2	No pitch provision	1	No pitch provision
Anglo European School	1	No pitch provision	No pitch provision	No pitch provision	No pitch provision
Anglo European School Grass Pitches	2	No pitch provision	1	No pitch provision	No pitch provision
Becket Keys Church Of England Free School Playing Fields	No pitch provision	2	No pitch provision	No pitch provision	No pitch provision
Blackmore Sports And Social Club	0.5	No pitch provision	1	1	No pitch provision
Brentwood School Sports Centre	7	No pitch provision	1	3	6

Site	Adult 11v11	Yth 11v11	Yth 9v9	Mini 7v7	Mini 5v5
Doddinghurst Village Hall Playing Fields	No pitch provision	No pitch provision	No pitch provision	1	No pitch provision
Field Behind Doddinghurst Village Hall	1	No pitch provision	No pitch provision	1	No pitch provision
Great Danes Youth Football Club	0.5	No pitch provision	No spare capacity	No spare capacity	No pitch provision
Herongate Athletic Football Club	No spare capacity	No pitch provision	No pitch provision	No spare capacity	No pitch provision
Hutton Poplars Recreation Ground	No pitch provision	1	No pitch provision	No spare capacity	No pitch provision
Ingestone And Fryering Church Of England (Aided) Junior School	No pitch provision	No pitch provision	No pitch provision	1	No pitch provision
Ingrave Johnston Playing Field	No pitch provision	No pitch provision	2	No pitch provision	No pitch provision
King George'S Playing Fields	No spare capacity	No pitch provision	No pitch provision	No pitch provision	No pitch provision
Larkins Playing Fields	1	No spare capacity	No spare capacity	1	No pitch provision
Old Brentwoods Sports Club	No spare capacity	No pitch provision	No pitch provision	No spare capacity	No pitch provision
Polo Fields	No spare capacity	No pitch provision	No pitch provision	No pitch provision	No pitch provision
Poors Field	0.5	No pitch provision	No pitch provision	1	No pitch provision
Seymour Field	No spare capacity	No spare capacity	No pitch provision	No spare capacity	No pitch provision
Shenfield High School	No pitch provision	1.5	No spare capacity	No spare capacity	No pitch provision
St Helens School	No pitch provision	No pitch provision	No pitch provision	1.5	No pitch provision
St Martin'S School	0.5	No pitch provision	No spare capacity	No pitch provision	No pitch provision
The Arena	No spare capacity	No pitch provision	No pitch provision	0.5	No pitch provision
The Stondon Massey Playing Field	No pitch provision	No pitch provision	1	No pitch provision	No pitch provision
Trinity School	No pitch provision	No pitch provision	No pitch provision	2	No pitch provision
Warley Playing Fields	No spare capacity	No pitch provision	1	No pitch provision	No pitch provision

Site	Adult 11v11	Yth 11v11	Yth 9v9	Mini 7v7	Mini 5v5
Wash Road Playing Road	No spare capacity	No spare capacity	No pitch provision	No pitch provision	No pitch provision
West Horndon Playing Fields	0.5	No pitch provision	No pitch provision	0.5	No pitch provision
West Horndon Primary School	No pitch provision	No pitch provision	No pitch provision	1	No pitch provision
Woodlands School Hutton Manor	No pitch provision	No pitch provision	No spare capacity	2	No pitch provision

5.8.9 Table 5.17 illustrates that there is spare capacity at peak times across the majority of sites when considering all sites in the Borough that are available for community use. However, this is not for all pitch types available at each site.

5.8.10 There is also no spare capacity at peak times (i.e. pitches are in use or operating over-capacity each week) at the following sites:

- Herongate Athletic Football Club (11.5 matches over-capacity)
- King George's Playing Field (2.5 matches over-capacity)
- Old Brentwoods Sports Club (15 matches over-capacity)
- Polo Fields (1 match over-capacity)
- Seymour Field (4.5 matches over-capacity)
- Wash Road Playing Field (2.5 matches over-capacity)

Table 5.17.1: Total Spare Peak Time Capacity by sub area (including overlay)

Site	Adult 11v11	Yth 11v11	Yth 9v9	Mini 7v7	Mini 5v5
A12 Corridor	1	No Spare Capacity	No Spare Capacity	3	No Spare Capacity
Rural North	4	No Spare Capacity	No Spare Capacity	5	No Spare Capacity
Rural South/A127 Corridor	No Spare Capacity	No Spare Capacity	0.5	2.5	No Spare Capacity
Brentwood Borough	5	No Spare Capacity	0.5	10.5	No Spare Capacity

5.8.11 Table 5.17.1 illustrates that overall there is no spare capacity for Youth 11v11 and Mini 5v5 pitches in Brentwood. Adult pitches show some spare capacity in the A12 Corridor and Rural North sub areas, and Youth 9v9 pitches are almost at capacity with only 0.5 match equivalents available during the peak period. There is spare capacity for Mini 7v7 football across all sub areas within Brentwood.

5.8.12 It should be noted that table 4.17.1 includes overplay, which has been deducted from any spare capacity in each of the sub areas.

5.9 Artificial Grass Pitches (AGP's) for Football

5.9.1 There are three surface types that fall into the category of Artificial Grass Pitches (AGP); rubber crumb (3G), sand-based (filled or dressed) and water based.

5.9.2 The FA considers high quality 3G pitches as essential in promoting coach and player development across all age groups. These pitches can support intensive use and as such are valuable assets for both playing and training. Primarily, such facilities have been installed for community use and training however they are increasingly used for competition, which the FA wholly supports providing the pitch has been appropriately tested and is on the FA 3G pitch register. The FA's long-term ambition is to provide every affiliated team in England with the opportunity to train once a week on a floodlit 3G surface together with priority access for Charter Standard Community Clubs through a partnership agreement.

5.9.3 The FA has adopted the use of 3G pitches across all its competitions and incorporated this into the standard code of rules. This decision was taken due to the significant advances that have been made to the development of 3G Football Turf (FT) and the adoption of these surfaces by professional leagues throughout Europe and by both UEFA and FIFA for major competitions.

5.9.4 Competitive affiliated football can take place on 3G surfaces that have been tested to FA standards and is on the FA 3G Football Turf Pitch Register. All football training can take place on sand and water based surfaces but a 3G surface is preferred.

QUANTITY AND QUALITY OVERVIEW

5.9.5 Table 5.18 overleaf provides a list of all sand-based and 3G AGP's in Brentwood Borough, identified as part of the audit. For each of the AGP's across the Borough, the supply and demand has been summarised in table 5.18.1, with identification of spare capacity in the peak period where relevant.

5.9.6 Detailed audit data for each facility, as well as whether they are included on the FA register, are included in Technical Appendix A – Football Analysis

5.9.7 The study area currently has two full sized 3G AGP's, both are available for community use and used through periods of peak demand (weekday evenings and weekends). Both facilities are floodlit and secured for community use, therefore can be used by the community at peak times throughout the winter. In addition to the full-size pitches, there are several small sided 3G pitches, that are used for training and junior match play. The additional capacity that is provided by these facilities will be addressed in the following supply and demand balance section.

5.9.8 Table 5.18 illustrates that the only full sized 3G AGP with spare capacity is St Martin's School. Consultation has also indicated that demand for peak time bookings at Shenfield High School exceeds supply.

Table 5.18 –AGP provision in Brentwood Borough

Site Name	Pitch Type (3G; Sand based; Sand filled; water based)	Size	Community use category	Security of use	Floodlighting	Age of Surface	Pitch score	FA Registered
Becket Keys Church Of England Free School Playing Fields	Sand dressed	100x60	Available	Secured	Yes	5-10 years	64.52% - Standard	No
Blackmore Sports And Social Club	Sand dressed	40x30	Available	Secured	Yes	less than 2 years	84.95% - Good	No
Brentwood Centre	3G	60x40	Available	Unsecured	Yes	Unknown	Access not possible	No
Brentwood School Sports Centre	Sand dressed	100x60	Available	Unsecured	Yes	5-10 years	90.32% - Good	No
Brentwood School Sports Centre	Sand dressed	100x60	Available	Unsecured	Yes	2-5 years	92.47% - Good	No
Long Ridings Primary School	Sand dressed	Netball Court size	Not Available	Secured	No	less than 2 years	78.49% - Standard	No
Shenfield High School	3G	100x60	Available	Secured	Yes	5-10 years	89.83% - Good	Yes
St Martin'S School	3G	100x60	Unknown	Secured	Yes	less than 2 years	89.25% - Good	Yes
Woodlands School Hutton Manor	Sand dressed	40x30	Not Available	Secured	Yes	less than 2 years	89.25% - Good	No

Table 5.18.1 –AGP provision and capacity in Brentwood Borough (all figures in hours)

Site name	Community use category	Total peak time capacity	Match demand	Training demand	Spare capacity	Notes
Becket Keys Church Of England Free School Playing Fields	Available	40	0	20	20	The site is used by Great Danes Youth and Brentwood Youth AFC for training, as well as Brentwood Hockey Club for weekly training and fixtures. The clubs stated that they have limited space and availability on this pitch and would like access to 3G provision
Blackmore Sports And Social Club	Available	40	1.5	5	33.5	The site is used by Stones Athletic Youth for training. The pitch is 5v5 sized and has spare capacity and it was stated in consultation that the site would like to increase community bookings.
Brentwood Centre	Available	40	0	0	40	No football AGP demand was recorded at the site as part of the study
Brentwood School Sports Centre	Available	80	0	0	80	No football AGP demand was recorded at the site as part of the study
Long Ridings Primary School	Not Available	0	0	0	0	The site is not available to the community, and the school have stated that they are not interested in allowing community use of the pitch
Shenfield High School	Available	40	10.5	35	-5.5	Full sized 3G pitch that has 3x 5 aside pitches running across it. It is available from 6pm onwards and currently fully booked. Hutton FC use the site heavily for training
St Martin'S School	Available	40	7	11	0*	* Some match and training demand was identified at this site from Shenfield Association, Hutton FC and Brentwood Youth AFC. However, during site consultation, it was stated that the pitch is at full capacity with local clubs and football academies that use it weeknights from 5pm and weekends all day.
Woodlands School Hutton Manor	Not Available	0	0	0	0	

CURRENT SUPPLY AND DEMAND BALANCE – ARTIFICIAL GRASS PITCHES

- 5.9.9 As part of the FA National Game Strategy, the Football Association have identified a strategic objective to ensure that all teams playing competitive football have access to a floodlit 3G AGP to train on at least once a week. To do this, FA calculations show that a full size 3G AGP (available for community use at peak times) is required for every 42 teams, which will allow the required training and match play slots, as well as providing suitable supply at peak times (weekday evenings and weekends).
- 5.9.10 Using the demand data for the Borough, 240 teams have been identified as playing within Brentwood. Using the FA's suggested ratio of 1:42, this demonstrates the need for 5.7 full sized 3G AGP's, which it is suggested should be rounded up to 6 to allow for a small comfort factor and to account for latent demand.
- 5.9.11 Based upon this simplistic calculation, there is a current need for 4 additional 3G AGPs in Brentwood, to satisfy the demand of both informal/unaffiliated football and for demand from clubs that are affiliated to The FA.
- 5.9.12 Figure 5.2 overleaf shows the catchment area analysis for 3G AGP's in Brentwood Borough, which can be used to assess the accessibility of full-size 3G AGP facilities across the Local Authority.

AGP SUPPLY AND DEMAND MODELLING – INCORPORATING SMALL SIDED AGP PROVISION

- 5.9.13 While it is understood that the preferable facility type is full sized 3G AGP, given the flexibility that this provides clubs and operators, it is also important to understand the impact that small sided provision has on the overall supply and demand balance for football AGP's in the Borough.
- 5.9.14 To calculate the capacity of small sided provision, an assumption has been made as to how many teams each of the pitch typologies would be able to sustain, based on a starting of point of 42 teams for a full size AGP. Table 5.18 details this analysis, showing how the number of teams has been calculated using the proportion of each age group within the total football demand.

Table 5.19: Capacity Analysis for AGP's per pitch typology

Pitch Typology	Size	Proportion of teams that can use facility	No. of team's facility can service	Facilities within LA	Capacity (no. of teams serviced by 3G)
11v11 (Including adult and youth)	100x60m or larger	100%	42	2	84
9v9	80x50m or larger	53%	22	0	0
7v7	60x40m or larger	35%	15	1	15

5v5	40x30 or larger	17%	7	0	0
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5.9.15 Table 5.19 illustrates that when only full sized 3G AGP provision is included, 84 teams across the Borough are serviced by 3G provision, which correlates with the deficit of four pitches identified in the previous section. If, however, the additional small sided 3G provision at Brentwood Centre is included, an additional 15 teams are serviced by 3G provision, resulting in a total of 99 teams being serviced by 3G provision. Including small sided provision the total deficit stays consistent at **4 full sized 3G AGPs**, based on the ratio of 1 full size 3G AGP pitch to every 42 teams.

AGP SUPPLY AND DEMAND MODELLING – SUB-AREA ANALYSIS

5.9.16 This section provides a summary of the current supply and demand for AGP's broken down by sub-area. Table 5.20 shows the supply and demand analysis, split by sub-area, to show where further investment is required on a spatial basis.

Table 5.20: Current Capacity Analysis for AGP's by sub-area

Sub-area	Current Demand (Teams)	3G Facilities available to the Community	New AGP provision required
A12 corridor	157	Shenfield High School, St Martin's School	2 Full-sized 3G AGP or equivalent
Rural North	48	None	1 Full-sized 3G AGP or equivalent
Rural South/ A127 Corridor	35	None	1 Full-sized 3G AGP or equivalent
All	240		4 Full-sized 3G AGP or equivalent

5.9.17 Table 5.20 illustrates that with the current level of 3G AGP provision across the study area, all three sub areas require new 3G AGP provision to meet the existing needs of residents.

AGP FUTURE SUPPLY AND DEMAND BALANCE

5.9.18 To understand the projected level of demand for 3G AGP's in Brentwood across the lifetime of the project, the same ratio of 1:42 has been used, as well as the additional 49 teams identified in the TGR calculations. As per the analysis of the current picture for AGP provision, relevant and available small sided 3G AGP provision has also been included in the future scenario, to provide a more realistic view of supply and demand.

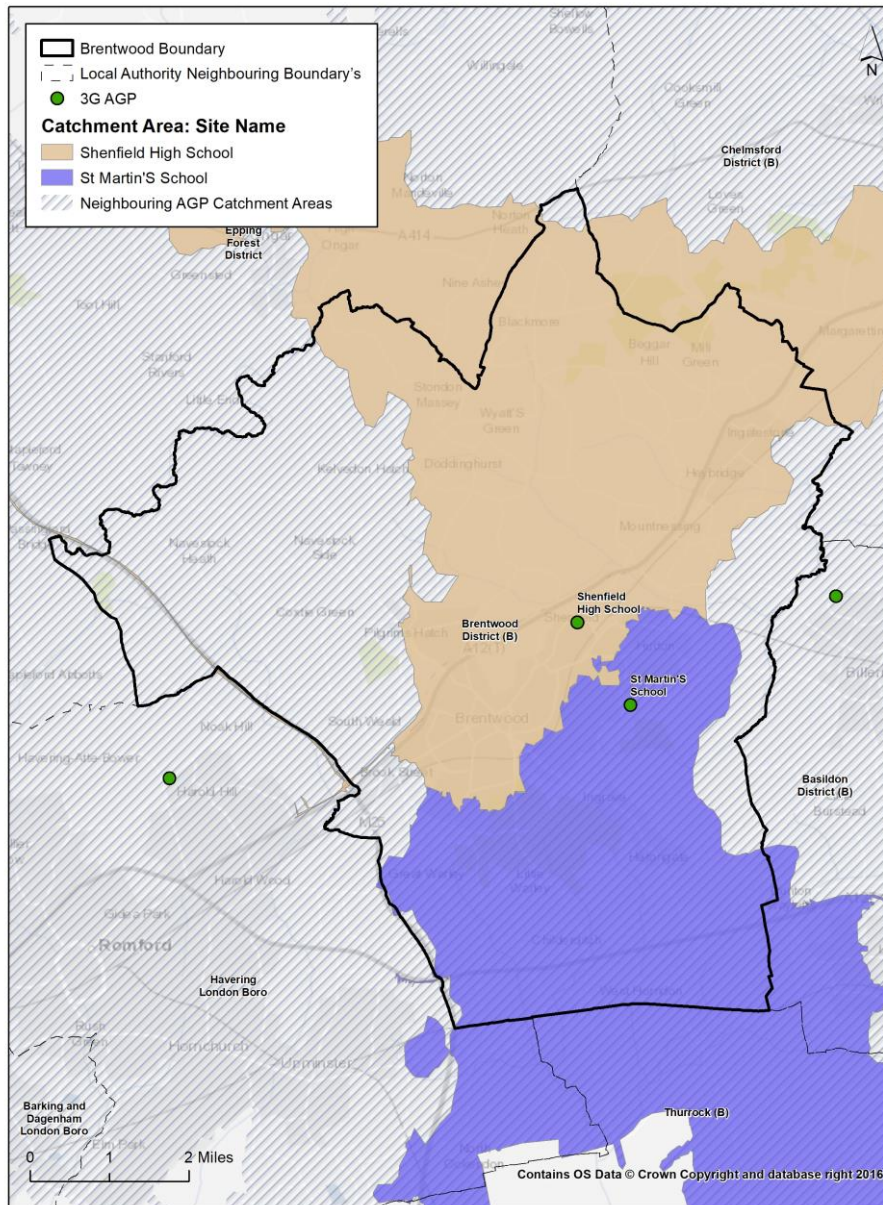
5.9.19 Using these updated parameters, it is projected that 6.9 full sized 3G AGP's will be required to be accessible to the community by 2033 in Brentwood which it is recommended should be rounded to 7 to allow for a small comfort factor. Assuming that the existing level of supply (both full size and small sided) stays consistent, this will lead to a deficit of 5 full sized pitches over the lifetime of the strategy, based on the requirement to provide AGP provision for an additional 49 teams. Table 4.21 below

breaks down this supply and demand by sub-area, which will feed into the site-specific recommendations and actions.

Table 5.21: Future Capacity Analysis for AGP's by sub-area

Sub-area	Total Current Demand	Total Current Capacity	Total Future Demand (Teams)	Total Future capacity required	New AGP provision required
A12 Corridor	157	2 full sized 3G AGPs (84 teams)	173	4.1 full sized AGPs	2.1 Full-sized 3G AGP or equivalent
Rural North	48	0	53	1.25 full sized AGPs	1.25 Full-sized 3G AGP or equivalent
Rural South/A127 Corridor	35	0	63	1.5 full sized AGPs	1.5 Full-sized 3G AGP or equivalent
Brentwood Borough	240	2 full sized 3G AGPs (84 teams)	289	7 full sized 3G AGPS	5 Full-sized 3G AGP or equivalent
Brentwood Borough – including small sided AGP provision	240	99 (3 full sized AGPs)	289	7 full sized 3G AGPS	4 Full-sized 3G AGP or equivalent

5.9.20 While the above analysis provides a quantified assessment of supply and demand, it is important to consider accessibility and spatial constraints when making recommendations regarding new AGP provision. Figure 5.2 below shows the catchment area analysis for 3G AGP's in Brentwood, which can be used to assess the accessibility of full-size 3G AGP facilities across the Borough.

Figure 5.2 – 3G AGP Catchment area analysis for Brentwood Borough

Full size (6000m²+) community accessible 3G AGP sites catchment areas in Brentwood


- 5.9.21 Figure 5.2 shows the 20-minute (non-overlapping) catchment areas for the two full sized 3G AGP's in Brentwood Borough. This illustrates that the majority of residents in the local authority sit within a 20-minute drive time catchment of one of the five 3G AGP's.
- 5.9.22 It should be noted that there is an area in the Rural North sub area that has poor accessibility to full sized AGPs within Brentwood, as they do not sit within at 20-minute drive time of an appropriate facility. Some of this demand is potentially being satisfied by facilities located outside of the study area.
- 5.9.23 It is also relevant to highlight the proposed development of 3G facilities at Billericay Town FC (proposed development of two full sized 3G pitches, however there is uncertainty over

the delivery of these as the club has a short term lease on the site) and Hannakins Farm (recently completed conversion of the existing full sized sand based pitch into a 3G surface, however local intel suggests that the pitch is currently at capacity with demand from Billericay) in the neighbouring Borough of Basildon.

5.9.24 While this analysis appears to illustrate that accessibility is good across the Local Authority, both full sized 3G facilities in Brentwood were identified as currently operating at capacity. The completion of the above mentioned developments could potentially allow for any additional demand at Shenfield High School and St Martins School (currently heavily used by Hutton FC), to be displaced to the new facilities. This will be tested in more detail as part of the scenario analysis section of this report

MEETING THE CURRENT AND FUTURE DEMAND FOR 3G AGP FACILITIES ACROSS BRENTWOOD

5.9.25 A key objective for The FA is to maximise the use of 3G pitches for competitive football match play. This will increase the quality of provision, reduce the number of cancellations and help to address future demand. Affordable pricing policy that includes match based charges in line with grass pitches should be a consideration.

5.9.26 When selecting the sites that are appropriate for 3G AGP development, sites should have the following characteristics;

- Be available for significant use by local community clubs
- Have good access and ancillary facilities to service the pitch(es)
- Be financially sustainable
- Able to be maximised for training and match play provision during peak time
- Be well positioned to deliver wider football development programmes, including coach education and a recreational football offer, using spare off-peak capacity to deliver this
- Have potential for the creation of a hub site for football that is strategically located and could accommodate 2 or more 3G pitches along with associated grass pitches that can meet match play and training demand

5.10 Strategic sites for Protection, Enhancement and Provision

5.10.1 Based on the evidence collated in the PPS for football pitch provision, it can be concluded that there are certain football facilities across the study area that are recorded as high value sites, for a number of reasons.

5.10.2 Table 5.22 provides a justification for how each of the sites, where football is currently available to the community, should be Protected, Enhanced or Provided for. Where it is recommended that a site is not required for community use football, this will also be explained in the table.

5.10.3 To confirm the sites that have spare capacity or a deficit, the site-by-site analysis in this section will provide a total balance per site to illustrate the sites that need investment either to improve the quality of pitches (and therefore carrying capacity), as well as the sites that need a greater number of grass pitches in order to satisfy demand. This will be shown in the 'capacity for community use' column. It should be noted that where supply equals demand (a balance of +0, the colour coding of the site is taken from the capacity at the peak period.



Table 5.22: Site-by-site analysis for football sites in Brentwood

Site Name	Sub-Area	Community use on site	Security of Use	Owners	Pitch Supply	Overall site Capacity for community	Capacity in the peak period	Justification for Protection (PR), Enhancement (E) or Provision (PV)
Alexander Lane	A12 corridor	Available	Unknown	Local Authority	2x Youth Football 11v11 1x Mini Soccer 7v7	0 match equivalents	2 match equivalents of spare capacity for youth 11v11 in the peak period. 1 match equivalent of spare capacity for mini 7v7 in the peak period. No spare capacity in the peak period for any other pitch typology	<p>PR</p> <p>The site should be protected as playing pitches in the Local Plan. This site is used by Hurton FC Mini Soccer sides.</p> <p>The site has been identified as an option for residential allocation in the emerging local plan, and if the site was to be lost it is recommended to mitigate this with replacement provision elsewhere on a like for like basis.</p> <p>E</p> <p>The pitches were rated poor as part of the site assessment, with some evidence of damage to the surface and grass cutting not being undertaken regularly enough. An increased maintenance regime is recommended.</p> <p>PV</p> <p>No further provision has been identified as being required as part of this study.</p>
Anglo European School	A 12 corridor	Available	Unsecured	Education	1x Adult Football	+2 match equivalents	2 match equivalents of spare capacity for adult 11v11 in the peak period. No spare capacity in the peak	<p>PR</p> <p>This site should be protected as playing pitches in the Local Plan. No formal football demand has been recorded at the site as part of the study, but it is used by school pupils for sports and physical activity.</p>

Anglo European School Grass Pitches	Rural North	Available	Unsecured	Education	2x Adult Football 1x Youth Football 9v9	+5 match equivalents	2 match equivalents of spare capacity for adult 11v11 in the peak period. 1 match equivalent of spare capacity for youth 9v9 in the peak period. No spare capacity in the peak period for any other pitch typology	PR E	<p>This site should be protected as playing pitches in the Local Plan as it is used by pupils of the School, as well as two junior teams from Stones Athletic Youth.</p> <p>The football pitches were identified as of adequate quality, however they do not get enough usage from the community due to the lack of an access road and limited parking. It is recommended to explore the possibility of building an access road built to increase usage of the facility.</p>		
Becket Keys Church of England Free School Playing Fields	A12 corridor	Available	Secured	Charity/Trust	2x Youth Football 11v11 1x Sand Dressed AGP (100x60)	+2 match equivalents	2 match equivalents of spare capacity for youth 11v11 in the peak period. No spare	PR	<p>This site should be protected as playing pitches in the Local Plan. It is used by pupils of the school and no club demand was recorded on the grass pitches as part of the study, however several teams from Great Darnes Youth use the AGP for training and it was stated that they also access the grass pitches as a secondary ground when required.</p>		

Blackmore Sports And Social Club	Rural North	Available	Secured	Club	2x Adult Football 1x Youth Football 9v9 1x Mini Soccer 7v7 1x 3G AGP (40x30)	+6.5 match equivalents	0.5 match equivalents of spare capacity for adult 11v11 in the peak period. 1 match equivalent of spare capacity for youth 9v9 in the peak period. 1 match equivalent of spare capacity for mini 7v7 in the peak period. No spare capacity in the peak period for any other pitch typology													
Brentwood Centre	A12 corridor	Available	Unsecured	Charity, Trust	1x 3G AGP (60x40)	N/A – no grass pitches on site	No spare capacity in the peak period													

Brentwood County High School	A12 corridor	Not Available	Unsecured	Education	1x Youth Football 9v9	N/A – the site is not available for community use	No spare capacity in the peak period													
Brentwood School Sports Centre	A12 corridor	Available	Unsecured	Education	7x Adult Football 1x Youth Football 9v9 3x Mini Soccer 7v7 6x Mini Soccer 5v5 2x Sand Dressed AGPs (100x60)	+33 match equivalents	7 match equivalents of spare capacity for adult 11v11 in the peak period. 1 match equivalent of spare capacity for youth 9v9 in the peak period. 3 match equivalents of spare capacity for mini 7v7 in the peak period. 6 match equivalents of spare	PV	No further provision has been identified as being required as part of this study	PR	This site should be protected as playing pitches in the Local Plan. It is used by two junior teams from Brentwood Youth, and the sand based AGPs can serve as a training facility for local clubs. However, the site does not have secured community use.	E	All pitches are well maintained and scored at the high end of the Standard rating as part of the assessment. Ancillary facilities are also of good quality. If the site is to be used for further community use, a secure community use agreement is required with the school.	PV	No further provision has been identified as being required as part of this study					

Doddinghurs t Village Hall Playing Fields	Rural North	Available	Secured	Local Authority	1x Adult Football 2x Mini Soccer 7v7	+3 match equivalent	1 match equivalent of spare capacity for mini 7v7 in the peak period. No spare capacity in the peak period for any other pitch typology	PR	This site is used by four junior teams from Brentwood Town Youth FC and should be protected as playing pitches in the Local Plan,		
Field Behind Doddinghurs t Village Hall	A12 corridor	Available	Unsecured	Charity, Trust	1x Adult Football 2x Youth Football 9v9 2x Mini Soccer 7v7	-5 match equivalents	0.5 match equivalent of spare capacity for adult 11v11 in the peak period. No spare capacity in the peak period for any other pitch typology	PR	No enhancement is recommended for the grass pitches, all of which are well maintained by the club and scored in the higher end of the Standard rating. However, if the an increased maintenance regime was put in place, this would help increase the site's carrying capacity and address the current issue of overplay The ancillary is in need of upgrading, the club would like to build a clubhouse to replace the		
								E			

Playing Fields										the peak period		<p>local clubs: Brentwood Raiders, Barking Rangers, Brenthill Rovers, Gardeners, Great Warley, L MAC Spartans, Lakeview, Pilgrims Hatch and West Oyvedo.</p> <p>The pitches were deemed adequate during the site assessment, however they are currently overplayed and some drainage problems were identified also. An increased and improved maintenance regime is recommended in order to increase the site's carrying capacity.</p> <p>If current pitch quality is not improved, it is recommended to explore the possibility of installing a 3rd adult football pitch on site.</p>
Larkins Playing Fields	A12 corridor	Available	Unknown	Local Authority	<p>1x Adult Football</p> <p>1x Youth Football 11v11</p> <p>1x Youth Football 9v9</p> <p>1x Mini Soccer 7v7</p>	0.5 match equivalents	<p>1 match equivalent of spare capacity for adult 11v11 in the peak period.</p> <p>1 match equivalent of spare capacity for mini 7v7 in the peak period.</p> <p>No spare capacity in the peak period for any other pitch typology</p>					<p>There are no changing facilities at the site, and in order to attract further community use it is recommended to explore the possibility of providing changing rooms.</p> <p>During consultation, the club expressed their aspirations to undertake development of the site, increasing pitch provision, expanding the car park and establishing suitable changing provision.</p>
Long Ridings Primary School	A12 corridor	Not Available	Secured	Education	<p>2x Mini Soccer 7v7</p> <p>1x 3G AGP (40x30)</p>	N/A – the site is not available for community use	<p>No spare capacity in the peak period</p>				E	<p>The site should be protected as playing fields in the Local Plan. The site is not available to the community but is used by the school for matches, training, physical education and other activity</p> <p>The school are not interested in making the facilities available for community use. However, if this was to change, the installation of floodlights on the AGP is required so it can be accessed by</p>

St Martin's School	A12 corridor	Available	Secured	Charity, Trust	1x Adult Football 2x Youth Football 9v9 1x 3G AGP (100x60)	-3 match equivalents	0.5 match equivalent of spare capacity for adult 11v11 in the peak period No spare capacity in the peak period for any other pitch typology	PR	The site should be protected as playing fields in the Local Plan. It is used by one Shenfield Association's adult team and several junior teams from Hutton FC. The 3G pitch is also used by local community groups, as well as football clubs for training.
								E	The pitches were identified as Standard and with adequate drainage, however an increased maintenance regime is recommended in order to increase pitch carrying capacity.
								PV	The school is currently at full capacity with letting its facilities, however they have no current plans to increase or develop further provision.
								PR	The site should be protected as playing fields in the Local Plan. It is home to Brentwood Town FC and Brentwood Town Youth, with over 20 teams from mins to adults.
								E	The site has been identified as being unsecured for long-term security use, therefore collaboration is required between BBC and Brentwood Town FC to agree a formal long-term usage agreement, which will allow the club to bid for funding and facility improvement grants. The first team pitch was deemed Standard during site assessment, with the remaining pitches rated as Poor. An improved and increased maintenance regime is recommended in order to increase pitch carrying capacity and address the current issue of overplay.
The Arena	A12 corridor	Available	Unsecured	Local Authority	3x Adult Football 1x Mini Soccer 7v7	-5 match equivalents	0.5 match equivalent of spare capacity for mini 7v7 in the peak period. No spare capacity in the peak period for any other pitch typology	PV	If long term security of tenure was obtained, the site has been identified as a potential location for a new full sized 3G pitch (the club have planning permission, however they are unable to move forward with this due to the uncertainty over their land, which has been included in a land for housing recommendation document)

The Stordon Massey Playing Field	Rural North	Available	Secured	Local Authority	1x Youth Football 9v9	+1 match equivalent	1 match equivalent of spare capacity for youth 9v9 in the peak period. No spare capacity in the peak period for any other pitch typology	PR	The village does not have a football team and no demand has been recorded at the site as part of the study. It is therefore recommended that the site is re-designated as open space or for alternative sports and physical activity.
								E	The pitch was identified as poor and an increased maintenance regime is required if the site was to continue to be available for football usage.
Trinity School	Rural North	Available	Unsecured	Private	2x Mini Soccer 7v7	+8 match equivalents	2 match equivalents of spare capacity for mini 7v7 in the peak period. No spare capacity in the peak period for any other pitch typology	PV	No further provision has been identified as being required at the site.
								E	No further enhancements are recommended at this site.
Warley Playing Fields	A12 corridor	Available	Unknown	Local Authority	2x Adult Football 1x Youth Football 9v9	-0.5 match equivalents	1 match equivalent of spare capacity for youth 9v9 in the peak period. No spare capacity in the peak period for any other pitch typology	PR	The site should be protected as playing fields in the Local Plan. It is used by adult teams from Sheffield Association, Sheffield Eagles and South Brentwood, and junior teams from Hutton FC.
								E	The adult pitches on site were deemed poor as part of the assessment, showing some damage to the surface, drainage issues and poor grass coverage. Improved maintenance and drainage works are required.
								PV	Given that Hutton FC's teams using the site are in the U13s and U14s age group, it is recommended to explore the possibility of reconfiguring the 9v9 pitch as a Youth Football 11 v11 (recommended

								for these age groups) No further provision has been identified as being required as part of this study
								The site should be protected as playing fields in the Local Plan. It is used adult and junior teams from Hutton F.C.
								Some damage to the pitches and the presence of litter/dog fouling were identified during the site inspection. Improved signage is required, as well as an increased maintenance regime. This would upgrade the pitches into the Good quality rating and increase carrying capacity as well, addressing the current issue of overplay.
Wash Road Playing Road	A12 corridor	Unknown	Unknown	Local Authority	1x Adult Football 1x Youth Football 11v11	-0.5 match equivalents	No spare capacity in the peak period	No further provision has been identified as being required as part of this study
								The site is used by West Horndon United (1 adult team) and West Horndon United Youth (1x Mini Soccer team) and should therefore be protected as playing fields in the Local Plan.
								The pitches were in adequate condition and currently satisfy the demand from site users. No further enhancements are recommended at this site. The lack of parking was raised as an issue during site consultation.
								No further provision has been identified as being required as part of this study.
West Horndon Primary School	Rural South/A 127 Corridor	Available	Unknown	Local Authority	1x Adult Football 1x Mini Soccer 7v7	+3 match equivalents	0.5 match equivalent of spare capacity for adult 11v11 in the peak period. 0.5 match equivalent of spare capacity for mini 7v7 in the peak period. No spare capacity in the peak period for any other pitch typology	This site should be protected as playing pitches in the Local Plan. The site is available to the community but not currently used by any football clubs. It is used by the school for matches, training, physical education and other activity.

5.11 Football Summary

5.11.1 This section summarises the findings from the football analysis, which will form the basis of the recommendation and action plan section for BBC.

5.11.2 Table 5.23 includes the response to 5 key questions, which are asked for all PPS studies across the UK, in order to provide a standardised illustration of supply and demand for sports provision.

Table 5.23 – Key PPS findings for football in Brentwood

Key Question	Analysis
What are the main characteristics of the current supply and demand for provision?	<p>The quality of football provision across the Borough is standard and appears to have stayed at a consistent level over the past years, with 76% of the 101 pitches assessed scoring in the Standard quality rating or above.</p> <p>There are 34 football sites in Brentwood, of which 44% (15) are owned by BBC – and six of these also managed by BBC. The highest proportion of management type is educational establishments – 29% of all football sites.</p> <p>The level of demand has also stayed relatively consistent, with a current total of 240 teams, the majority of which are within the Junior and Mini Soccer age groups.</p> <p>Both the supply and demand for football facilities is dominated by the A12 corridor sub-area, which is home to the majority of the large clubs, as well as a number of the strategic football sites.</p>
Is there enough accessible and secured community use provision to meet current demand	<p>The current supply and demand analysis for secured and accessible pitch provision shows there is a small amount of overall spare capacity across the Borough, however this is not for all pitch typologies as youth 11v11, 9v9 and mini 5v5 have a deficit of provision. There is a large surplus of 7v7 pitches, which suggest that a significant amount of 5v5 demand is not currently being placed on the recommended pitch size for this age group.</p> <p>Furthermore, all pitch typologies apart from mini 7v7 have no spare capacity during the peak period and therefore do not provide capacity for further growth.</p> <p>There is a significant deficit of 3G AGP provision in the area, with a requirement to increase provision, especially in the A12 sub-area. There is a deficit of 4 full sized 3G AGP's currently, with 2 of these identified as being required in the A12 corridor sub-area, 1 in the Rural North sub-area and one in the Rural South/A127 Corridor sub-area.</p>
Is the provision that is accessible of sufficient quality and appropriately maintained?	<p>The majority of pitches (76%) are rated as standard quality or higher and receive adequate maintenance to retain pitch quality. Only one pitch in the borough is rated good quality – an Adult pitch at Herongate Athletic Football Club. However, there are 24 pitches in the study area that are rated as poor quality – The majority of these pitches (20) are located within the A12 corridor sub area and there are no poor pitches in the Rural South/A127 Corridor sub area. There are ten sites operating over-capacity and improvement to the quality and maintenance of these pitches is required.</p>
What are the main characteristics of the future supply and demand for provision	<p>There is expected to be demand for an additional 49 teams generated by an increase in Brentwood's population. The largest growth is projected in Youth Boy's 11v11 and 9v9 (U11 to U16s) – nine and ten teams respectively are expected by 2033. This demand is projected to be particularly significant in the Rural South/A127 Corridor sub area, given the proposed housing developments in the area.</p>

Key Question	Analysis
	<p>The supply of provision is also likely to change, with the development of further provision at Hutton FC's Chelmsford Road site and the potential redevelopment of a number of sites, such as The Arena, Larkins Playing Fields and Great Danes Youth Football Club, as well as the loss of provision at Trinity School and The Stondon Massey Playing Field.</p>
<p>Is there enough accessible and secured community use provision to meet future demand?</p>	<p>The future supply and demand analysis for secured and accessible pitch provision shows there is a significant deficit for all pitch typologies except for Mini Soccer 7v7. This deficit is at its worst for Youth 11v11 and Mini 5v5, with teams currently using facilities that are not of an appropriate size.</p> <p>Spatially, the sub-area with the highest future projected deficit of supply is the A12 corridor sub-area, which is largely caused by the lack of secured Mini Soccer 5v5 provision (both in this sub area and Brentwood as a whole) and the high level of demand generated from some of the larger clubs in the Borough. There is also a large deficit of Youth 11v11 provision, with no secured provision in the Rural North and Rural South/A127 Corridor sub areas.</p> <p>The current deficit of 3G AGP provision in the area is likely to worsen during the life of the strategy, with a total of 5 additional 3G pitches required by 2033 when taking into consideration the 49 additional teams generated by population growth in Brentwood.</p>

6 RUGBY UNION ANALYSIS

6.1 Introduction and Strategic Context

6.1.1 The Rugby Football Union (RFU) is the national governing body responsible for grassroots and elite rugby in England, with the season operating from September to April.

RFU STRATEGIC PLAN (2017-2021)

6.1.2 In October 2017, the RFU published its strategic plan, with the overall objective of being England's strongest sport, underpinned by good governance and regulation, as well as increased investment in the game to drive elite performance and community participation²².

6.1.3 The following key areas of focus are particularly relevant for this strategy;

- **Protect our clubs:** Support clubs to protect themselves against risks to sustainability in the key areas of leadership, facilities and finances. Support clubs to meet all their statutory and regulatory obligations
- **Expand places to play through Artificial Grass Pitches:** Install and manage strategically placed Artificial Grass Pitches (AGP's) nationwide, increasing playing opportunities for the 15-a-side game and other variants in communities where natural turf pitches are significantly overused. Improve access to rugby in non-traditional and urban areas
- **Engage new communities in rugby:** Increase female player numbers, with more teams and matches, expansion in the education environment and transitioning more players to clubs
- **Grow the grass-roots game:** Increase the number of active male and female (14+) 15-a-side teams by 10%. Increase the number of 15-a-side matches played by 20%. Increase the number of active rugby union players by 10%.

6.1.4 The objectives and targets of the RFU will be referenced throughout this strategy and utilised to prioritise facility development projects as part of the recommendations and action plan section.

6.2 Supply

QUANTITY OVERVIEW

6.2.1 There are ten sites in Brentwood Borough comprising rugby pitches. The majority (seven out of the ten sites) are located at educational establishments, which means that there is unsecured community use at these sites; however, five of these sites are currently available for community use.

6.2.2 The key rugby sites in the Borough are Brentwood Rugby Club, Old Brentwoods Sports Club and Warley Playing Fields. These sites are used by the three local rugby clubs: Brentwood RFC, Old Brentwood RFC, and Mavericks RFC.

6.2.3 The ownership and management of the ten rugby sites is shown in Table 6.1 overleaf.

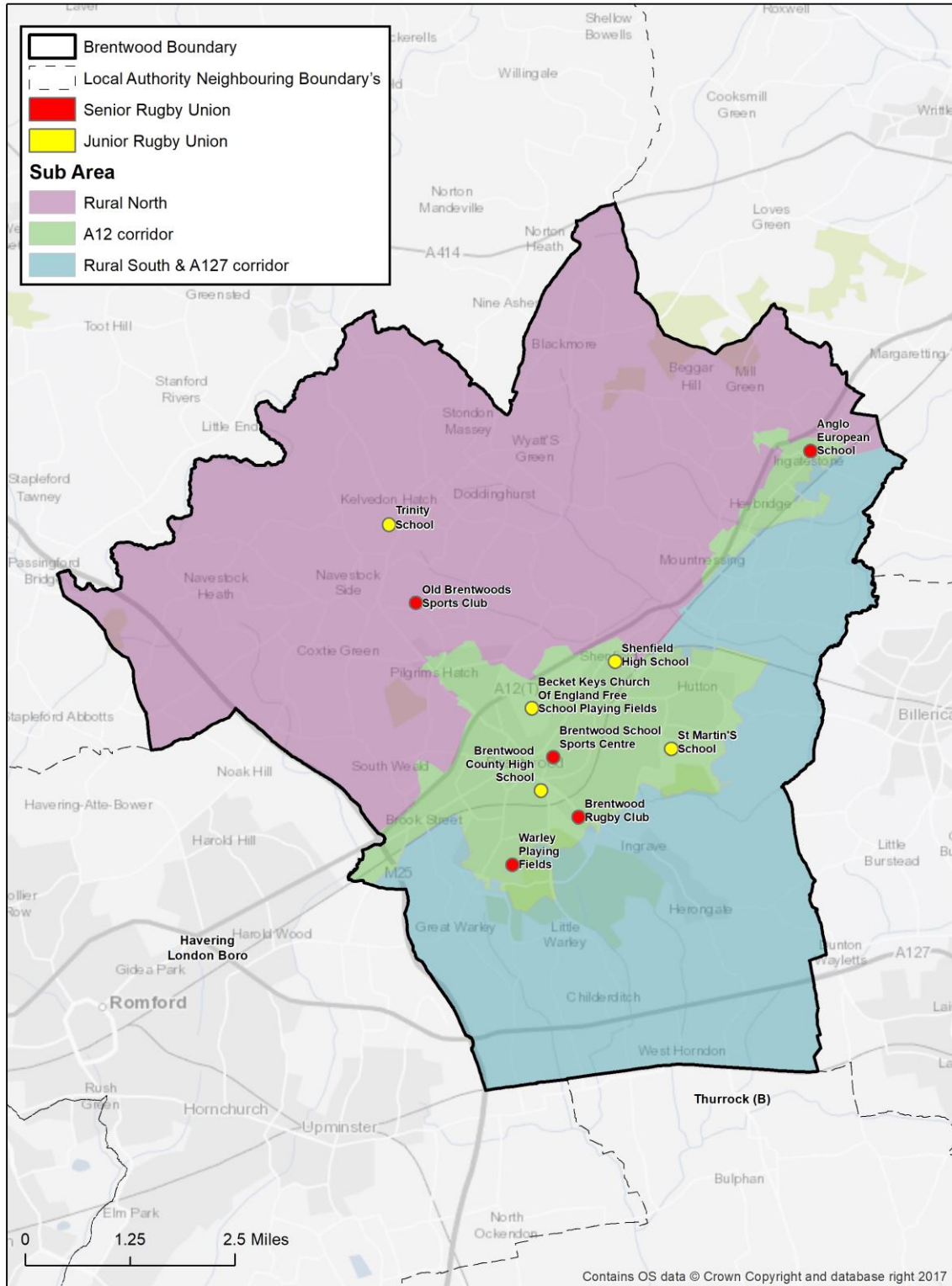
²² RFU Strategic Plan (<http://www.englandrugby.com/about-the-rfu/rfu-strategic-plan/>): 2017)

Table 6.1: Ownership of rugby pitches in Brentwood

Site Name	Sub Area	Community use on site	Security of Use	Ownership	Management	Pitch Type
Anglo European School	A12 corridor	Available	Unsecured	Education	Education	1 Senior
Becket Keys Church Of England Free School Playing Fields	A12 corridor	Available	Secured	Charity, Trust	Education	1 Junior
Brentwood County High School	A12 corridor	Available	Secured	Education	Education	1 Junior
Brentwood Rugby Club	A12 corridor	Available	Secured	Charity, Trust	Sport Club	5 Senior
Brentwood School Sports Centre	A12 corridor	Available	Unsecured	Education	Education	5 Senior
Old Brentwoods Sports Club	Rural North	Available	Secured	Private	Sport Club	2 Senior
Shenfield High School	A12 corridor	Available	Secured	Education	Private Contractor	1 Junior
St Martin'S School	A12 corridor	Not available	Secured	Charity, Trust	Local Authority	3 Junior
Trinity School	Rural North	Not available	Unsecured	Private	Education	1 Junior
Warley Playing Fields	A12 corridor	Available	Unsecured	Local Authority	Local Authority	2 Senior

- 6.2.4 There are four unsecured sites with rugby pitches in the borough. Three of these are school and college sites, with management undertaken in-house. There are five school sites that are available for community use, however these pitches are used by school pupils for training and matches throughout the week.
- 6.2.5 Warley Playing Fields – which is home to Mavericks RFC - has been identified as unsecured. The club have a 10-year lease on the pavilion, however the pitches are rented from Warley Primary School and no long-term community usage agreement is in place.
- 6.2.6 Map 6.1 overleaf shows the geographic location of the rugby pitches in Brentwood, which are predominantly located in the A12 corridor sub area. There are no rugby sites located within the Rural South/A127 Corridor sub area.

Map 6.1 – Rugby pitch audit in Brentwood



Rugby Union sites by pitch type in Brentwood



QUALITY ASSESSMENT

- 6.2.7 Each site was visited and assessed by 4global using non-technical assessments as determined by the RFU. The methodology for assessing rugby pitch quality analyses two key elements; the maintenance programme and level of drainage.
- 6.2.8 Further detail on this process can be seen in the Technical Appendix C – Rugby Union Analysis. Each pitch is scored and classified in one of three categories. These represent actions required to improve site quality. A breakdown for each of the two scoring elements and three respective categories is provided in the following two tables overleaf.

Table 6.2 – Rugby pitch maintenance quality assessment specifications. Source: RFU PPS Guidance

Category	Overall Quality Rating
MO	Action requires significant improvements to the maintenance programme
M1	Action requires minor improvements to the maintenance programme
M2	Action requires no improvements to the maintenance programme

Table 6.3 – Rugby pitch drainage quality assessment specifications. Source: RFU PPS Guidance

Category	Overall Quality Rating
DO	Action on pipe draining system is needed on pitch
D1	Action on silt drainage system is needed on pitch
D2	No action is needed on pitch drainage

- 6.2.9 These scores are then combined to provide a match equivalent capacity, as calculated in Table 6.4 below. Depending on the score of a site, a pitch is assigned a certain carrying capacity which can then be used to calculate the overall capacity of a site.

Table 6.4 – Match equivalent calculation for rugby pitches. Source: Appendices 4a to 4c – Rugby Football Union²³

Drainage	Maintenance		
	Poor (MO)	Standard (M1)	Good (M2)
Natural Inadequate (D0)	0.5	1.5	2
Natural Adequate (D1)	1.5	2	3
Pipe Drained (D2)	1.75	2.5	3.25
Pipe and Slit Drained (D3)	2	3	3.5

- 6.2.10 Table 6.5 summarises the quality assessment results for those sites currently used by the community. Full details of the subsequent carrying capacity allocations of each site by pitch type can be found in Technical Appendix C – Rugby Analysis.

Table 6.5 – Quality summary by pitch type

Drainage	Maintenance		
	Poor (M0)	Standard (M1)	Good (M2)
Natural Inadequate (D0)	-	-	-
Natural Adequate (D1)	5	13	-
Pipe Drained (D2)	-	1	2
Pipe and Slit Drained (D3)	-	1	-

²³ Sport England PPS Guidance – RFU Appendices (<http://goo.gl/em3wyj>; 2015)

- 6.2.11 The majority of playing pitches in Brentwood, are of standard quality and with natural adequate drainage. There are 5 poor pitches present, two at Warley Playing Fields with the remaining three split across Anglo European School, Beckett Key Church of England Free School Playing Fields and Brentwood Rugby Club.
- 6.2.12 The lowest scoring pitches within Brentwood are the two pitches at Warley playing fields. The pitches have natural adequate drainage, however the site is owned and managed by the Local Authority therefore it is possible that maintenance is not suitable for formal provision.
- 6.2.13 The highest scoring provision within Brentwood are the two pitches present at Old Brentwoods Sports Club, this is a privately owned and managed site which has secure community use and is utilised by Old Brentwood RFC.
- 6.2.14 The largest amount of rugby site ownership in the Borough is from Education establishments, with 4 pitches not being available for community use. Therefore, it is assumed that these pitches are not maintained to a suitable standard, particularly relevant for sites such as St Martin's and Trinity school.

6.3 Demand

CURRENT DEMAND

- 6.3.1 The demand for rugby in the study area is satisfied by three clubs: Brentwood RFC, Mavericks RFC and Old Brentwood RFC. Consultation was undertaken with these clubs and a summary of the information gathered is shown in tables 6.6 and 6.7 below. Further detail on the demand consultations and data collection can be seen in Technical Appendix C – Rugby Analysis.

Table 6.6 – Rugby club profiles for responding clubs. Source: PPS club consultations

Club	Sub Area	No. of competitive teams					Total
		Men	Women	Colts (U17 - U18)	Junior (U13 - U16)	Mini/Midi (U7 - U12)	
Brentwood RFC	A12 Corridor	4	0	2	4	7	17
Mavericks RFC	A12 Corridor	1	0	2	0	0	3
Old Brentwood RFC	Rural North	3	0	1	4	7	15

Table 6.7: Summary of demand consultations from key rugby clubs in Brentwood

Club	Consultation Summary
Brentwood RFC	<p>The Club has a total of 17 teams, including 4 senior and 13 juniors. The only team change the club has seen in the last 3 years is the introduction of the veteran team.</p> <p>Their ground and changing rooms are on a 35 year lease and all home fixtures and training sessions are played from there. Previously the Council maintained the pitches for £13,000 a year, however, the club were not satisfied with the quality and they now maintain the pitches themselves. They have seen a great improvement with the quality of pitches.</p> <p>The club has access to changing rooms, but they are not satisfied with the current state of them. They had early stage plans to build new changing provision. However, they recently changed their plans, and are now planning on simply renovating the existing facility. The club plan to fund raise, alongside RFU funding, and they hope to complete this project ASAP.</p>
Mavericks RFC	<p>The club has only been formed for 6 years, when they only had 1 youth team. They now have a total of 3, with 1 adult and 2 juniors. In the coming 3 years the club is looking for further growth, starting with the introduction of another youth and a senior team next season (2018).</p> <p>Their home ground, Warley Playing Fields, is currently rented from a local school and the Council maintain the 2 pitches. No issues with the pitches were raised on consultation. Due to their exclusivity for Mavericks, they see very little game time in the grand scheme of things.</p> <p>They have access to changing provision 300 meters from the pitch. They are small but were newly renovated 18 months ago.</p> <p>All training takes place on the pitches, thanks to floodlighting. However, there is an occasional gym session in a local facility, that the club hire out.</p> <p>In terms of expansion, the club are looking to buy a Redgra pitch that is adjacent to the current ground, off a local school. If successful (TBC April 2018) they have plans to build a 3G pitch. They applied for the RFU 100 new AGPs but didn't meet the criteria. As a result, funding will come from fundraising, charitable contributions and Essex Local Council grants.</p>

Club	Consultation Summary
Old Brentwood RFC	<p>The club has a current total of 15 teams, with 3 Mens teams and a junior section with 12 sides.</p> <p>They have seen continued growth in recent years, especially with the junior sides. Their plan for the future is to continue growing the teams and welcoming new players into all teams. In the coming years, they would like to see an increase in female participation, with hope to form a girl's/ladies team.</p> <p>Their home ground is currently at Old Brentwoods Sports Club. They rent the ground from the club and is a joint effort between them and the club to maintain the pitches. Due to the number of teams, the pitches see a lot of use and this can be an issue as, with bad weather, they can become extremely churned up and unplayable. A pitch is set aside for all 1st and 2nd team matches. The pitches also get some usage during the summer from Brentwood Rugby League Club, who have one adult and three junior sides playing from here.</p> <p>The club house is very well equipped with bar, balcony and good quality changing provisions.</p> <p>All training and matches take place at their home ground. Subject to weather, they are able to train all year round thanks to floodlit pitches at the club.</p> <p>In terms of expansion, there are currently no plans in the pipeline to expand or develop the facilities they use. They are very satisfied with the current position of the club.</p>

FUTURE DEMAND

- 6.3.2 In order to calculate the future demand for rugby in Brentwood, a Team Generation Rate²⁴ has been calculated using the current number of teams and the current population. This measure allows us to calculate what size of population (for various age groups) will typically cause enough demand for a rugby team.
- 6.3.3 This Team Generation Rate can now be applied to the population projections for each of the sub areas to confirm how population growth or reduction will affect the demand for teams in each of the key age groups.
- 6.3.4 There is no current rugby demand taking place in the Rural South/A127 Corridor sub area and therefore TGR calculations are not possible for this area. However, Sport England's Playing Pitch New Development Calculator has been utilised to estimate the potential future number teams generated by the proposed housing development at Dunton Hills.
- 6.3.5 The impact of population projections on the need for rugby provision has been divided into age groups – Adult Men and Junior Boy's - are displayed as such below.

Table 6.8: Impact of population projections on the need for rugby provision (Team Generation Rates) for the A12 corridor sub area

A12 corridor sub area - TGR Analysis						
Team / Age Group	Current popn. Within age group	No. Of teams	TGR (number of people required to	Future population (2036) within age group	Population change in age group	Potential change in team numbers in age group

²⁴ The Team Generation Rate calculation uses the current number of teams and the current population to calculate a proxy measure of the number of total residents per relevant sports team. This measure is therefore applied to the projected population (depending on the length of the strategy) to predict how many additional teams will be required in order to satisfy the demand from the 'new' population.

			generate a team)			
Rugby Union Senior Men (19-45yrs)	9,900	5	1,980	10,573	672	0.5
Rugby Union Youth Boys (13-18yrs)	1,962	8	245	2,364	402	1.5
Rugby Union Mini/Midi Mixed (7-12yrs)	4,099	7	586	4,760	660	1
Total Projected Additional Demand (Teams)						3

Table 6.9: Impact of population projections on the need for rugby provision (Team Generation Rates) for the Rural North sub area

Rural North sub area - TGR Analysis						
Team / Age Group	Current popn. Within age group	No. Of teams	TGR (number of people required to generate a team)	Future population (2036) within age group	Population change in age group	Potential change in team numbers in age group0
Rugby Union Senior Men (19-45yrs)	1,625	3	542	1,745	120	0
Rugby Union Youth Boys (13-18yrs)	495	5	99	597	102	1
Rugby Union Mini/Midi Mixed (7-12yrs)	890	7	127	1,046	156	1
Total Projected Additional Demand (Teams)						2

Table 6.10: Impact of population projections on the need for rugby provision (Team Generation Rates) for the Rural South/A127 Corridor sub area

Rural North sub area - TGR Analysis						
Team / Age Group	Current popn. Within age group	No. Of teams	TGR (number of people required to generate a team)	Future population (2036) within age group	Population change in age group	Potential change in team numbers in age group0
Rugby Union Senior Men (19-45yrs)	772	0	N/A	1727	955	0.5*
Rugby Union Youth Boys (13-18yrs)	193	0	N/A	533	340	1*
Rugby Union Mini/Midi Mixed (7-12yrs)	392	0	N/A	974	583	1*
Total Projected Additional Demand (Teams)						2.5

*Due to the lack of current rugby demand in this sub area, Sport England's Playing Pitch New Development Calculator (PPNDC) has been utilised to estimate the future number of teams generated by the Dunton Hills housing development project. The full Playing Pitch New Development Calculator is included as Technical Appendix E – Playing Pitch New Development Calculator

- 6.3.6 Tables 6.8 and 6.10 illustrate that the number of projected demand for rugby teams across the borough is likely to increase by a total of 7.5 teams (1 Adult, 3.5 youth and 3 mini/midi) between 2018 and 2033. It is also expected that the number of rugby players within each age group to grow – albeit not enough to generate an additional team.
- 6.3.7 It is important to note that this calculation assumes that clubs, the Council and the RFU do not improve their marketing or participation schemes over the period and are therefore no more successful than they are now in attracting new players to participate in rugby in in the study area. In reality, it is expected that there will be improved channels of digital communication and improved maintenance technology, as well as higher quality ancillary provision. The output of this will be a higher quality and an improved ability to generate demand and convert it into participation.

6.4 Supply and Demand Balance

- 6.4.1 To calculate whether there is any spare capacity at rugby sites in Brentwood Borough, Table 6.11 shows the supply and demand figures across the three sites that are available for community rugby use.
- 6.4.2 To assess the availability of rugby facilities at peak times, it has been assumed that the period of highest demand for rugby matches is on a Saturday afternoon for adults and Sunday morning or afternoon for juniors. It is also assumed that juniors do not train on match pitches and adult teams have been allocated 1 hour of demand during mid-week peak periods. The supply and demand analysis below shows that there is no spare capacity at Warley Playing Fields and the pitches at Old Brentwoods Sports Club are currently overplayed, while there is currently some spare capacity at Brentwood Rugby Club.
- 6.4.3 There was no official club demand identified as part of this study at Anglo European School, Becket Keys School, Brentwood County High School, Brentwood School Sports Centre and Shenfield High School. These pitches are available for community use; however, the pitches are used extensively by the school pupils during the week for training and matches. A scenario will be included in the study to show the impact of the removal of all school site capacity in Brentwood.

Table 6.11 – Supply and Demand Balance by Club

Site Name	Sub Area	Pitch type	Quantity	Supply (Capacity)	Demand (matches + training in match equivalents)		Balance (Supply minus demand)
					SNR	JNR	
Anglo European School	A12 corridor	Senior	1	1.5	-	-	1.5
Becket Keys Church Of England Free	A12 corridor	Junior	1	1.5	-	-	1.5

School Playing Fields							
Brentwood County High School	A12 corridor	Junior	1	2	-	-	2
Brentwood Rugby Club	A12 corridor	Senior	5	11	5	6.5	0.5
Brentwood School Sports Centre	A12 corridor	Senior	5	10	-	-	10
Old Brentwoods Sports Club	Rural North	Senior	2	6.5	4	6.5	-3
Shenfield High School	A12 corridor	Junior	1	2	-	-	2
Warley Playing Fields	A12 corridor	Senior	2	3	3	0	0
Total		Senior	15	37.5	12	11	14.5
		Junior	3				

6.5 Scenario Testing

6.5.1 The following section contains the summary capacity analysis for rugby in Brentwood Borough, as well as for a number of relevant scenarios, as requested by the RFU and the Sport England 2013 Playing Pitch Guidance. The scenario testing has been divided into five scenarios; all secured sites and future analysis, club-owned only sites, removal of education sites, and all sites, including where pitch use is unsecured.

Table 6.12: Brentwood - Summary capacity analysis and scenarios for rugby

Scenario Name	Notes	Capacity	Community use demand (matches + training in match equivalents)		Balance (Supply minus demand)
			Adult	Junior/mini	
1. All available rugby sites	Includes all rugby sites that are available for community use	37.5	12	11	14.5
2. All secured sites	This includes all secured sites as identified in Table 6.1	23	12	11	0
3. Rugby club-owned sites only	As above, but including only club-owned sites with security of tenure	0	12	11	-23
4. Removal of Education sites	As above, but removing any rugby capacity at educational establishments	20.5	12	11	-2.5
6. All secured sites; FUTURE analysis	As above, but including the projected growth in demand, as per Tables 6.8 to 6.10	23	13	17.5	-7.5

6.5.2 Table 6.12 identifies the following key findings:

- There is a surplus of rugby provision across the Brentwood borough, which means that there are more pitches than demand for facilities in the area. However, it should be highlighted that generally rugby clubs prefer to focus meeting their needs on club sites even if capacity is available on school sites to avoid club fragmentation. Therefore, a more realistic analysis is the one reflected as part of Scenario 4: removal of education sites.
- There is a great reduction in spare capacity when considering only secured sites, this suggests that there is a reliance on education and local authority owned and managed sites for Rugby in the borough.
- A deficit does become apparent when considering rugby club owned sites only, this would suggest that there is a lack of club management and control of facilities in the study area, potentially reflected in maintenance scores also.
- The future analysis indicates that this deficit will worsen over the lifetime of the strategy, when the projected increase in demand from population growth and latent demand is realised.
- The deficit is likely to impact the available of adequate quality match play facilities and training facilities. This is an interesting consideration when referencing consultation notes from Mavericks RFC detailing their desire to build a new 3G AGP on site.
- Looking into the future, there is a two match equivalent deficit across all available sites, meaning that there will not be enough provision to meet demand. However, should new pitches be supplied, then this would no longer be an issue.

6.5.3 The key output of the supply and demand analysis is that action is required to ensure that rugby can be provided in the study area, when considering future supply and demand. The site-by-site action plan will define the key steps that should be undertaken to improve the overall picture of provision and pitch stock.

6.6 Strategic Sites for Protection, Enhancement and Provision

6.6.1 As shown above, it is recommended that all sites that currently provide rugby for the community area are protected as they have greater demand than supply and are all popular clubs that appeal to a range of player types. With this recommendation of protection in mind, Table 6.13 overleaf provides further recommendations on potential areas of enhancement for each of the rugby sites that are available for community use.

Table 6.13 – Rugby sites for enhancement in Brentwood

Site Name	Sub Area	Pitch Supply	Community use on site	Non-Technical Assessment Rating	Balance – Capacity for community use	Justification for Protection (PR), Enhancement (E) or Provision (PV)
Anglo European School	A12 corridor	1x Senior	Available/Unsecured	5 - Poor	1.5	<p>PR This site should be protected as playing fields in the Local Plan. The site is available for the community, however no demand is present here, apart from school usage.</p> <p>E The pitch at this site is of poor quality. Further maintenance investment is required to improve the quality of the grass pitch.</p> <p>PV No required provision has been identified as part of the study.</p>
Becket Keys Church Of England Free School Playing Fields	A12 corridor	1x Junior	Available/Secured	4 - Poor	1.5	<p>PR This site should be protected as playing fields in the Local Plan. The site is available for the community, however no demand has been recorded as part of the study, apart from school usage.</p> <p>E The pitch at this site is of poor quality. Further maintenance investment is required to improve the quality of the grass pitch.</p> <p>PV No required provision has been identified as part of the study.</p>
Brentwood County High School	A12 corridor	1x Junior	Available/Secured	6 - Standard	2	<p>PR This site should be protected as playing fields in the Local Plan. The site is available for the community, however no demand was recorded as part of the study, apart from school usage.</p> <p>E No enhancements have been identified as part of the study.</p> <p>PV No required provision has been identified as part of the study.</p>
Brentwood Rugby Club	A12 corridor	5x Senior	Available/Secured	4 - Poor 6 - Standard 8 – Standard	0.5	<p>PR This site should be protected as playing fields in the Local Plan. The site is used by Brentwood RFC for all of their demand.</p>

							PV	No required provision has been identified as part of the study.
St Martin's School	A12 corridor	3x Junior	Not available/Secured	6 - Standard 6 - Standard 6 - Standard	N/A- No community access		PR	This site should be protected as playing fields in the Local Plan. The site is available for the community, however no demand was recorded as part of the study, apart from school usage.
							E	No enhancements have been identified as part of the study.
Trinity School	Rural North	1x Junior	Not available/Unsecured	9 - Standard	N/A- No community access		PV	No required provision has been identified as part of the study.
							PR	This site should be protected as playing fields in the Local Plan. The site is not available to the community but is used by pupils of the school. The school is currently up for sale and the pitch is likely to be lost and it is therefore recommended that this is mitigated with further rugby investment elsewhere in the Borough.
							E	No enhancements have been identified as part of the study.
Warley Playing Fields	A12 corridor	2x Senior	Available/Unknow	0 - Poor 0 - Poor	0		PR	This site should be protected as playing fields in the Local Plan. The site is used by Mavericks RFC for their 3 senior teams.
							E	Due to the quality of pitch provision present, it is recommended that the club is supported in establishing funds to improve the maintenance regime, investing in suitable equipment and resources.

						PV	<p>It is recommended that the club are supported in establishing a 3G AGP on site. Along with improving pitch quality on site, should a suitable agreement be established, then it could act as a training facility for sites suffering from overplay; such as Old Brentwoods Sports Club, and supporting closer clubs such as Brentwood RFC, as well as contributing towards meeting football 3G needs in the area.</p>
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6.7 Rugby Summary

- 6.7.1 This section summarises the findings from the rugby analysis, which will form the basis of the recommendation and action plan section for HBC.
- 6.7.2 Table 6.13 includes the response to 5 key questions, which are asked for all PPS studies across the UK, in order to provide a standardised illustration of supply and demand for sports provision.

Table 6.13 – Key PPS findings for rugby in Brentwood

Key Question	Analysis
What are the main characteristics of the current supply and demand for provision?	The key rugby site in the area, with regard to overplay, is Old Brentwoods sports club. Other than this, every other site is working at or under capacity. There are numerous sites, education owned, that are available to the community however have no demand registered on it.
Is there enough accessible and secured community use provision to meet current demand	At present, there is sufficient secured and accessible provision, with 3ME surplus capacity. However, when considering future demand, there will be overplay of 2ME across the Borough on secured access sites. The remaining five sites with rugby pitches in the borough have unsecured community use. These are all school and college sites and used extensively by school pupils for training and matches.
Is the provision that is accessible of sufficient quality and appropriately maintained?	The lowest scoring pitches in terms of quality, that is home to Mavericks RFC, are present at Warley playing fields. The only other poor pitch present, that is used by the community, is one senior pitch at Brentwood RFC. It can therefore be assumed that the provision partially satisfies current need.
What are the main characteristics of the future supply and demand for provision?	An increase for junior rugby by one team and minis rugby by one team is expected through population change in Brentwood between 2017 and 2033. Therefore there will be a 2ME deficit on secured sites.
Is there enough accessible and secured community use provision to meet future demand?	A full-sized 3G pitch with floodlights will meet potential future demand and also reduce the amount of usage on the grass pitches at Warley Playing Fields and Old Brentwoods Sports Club – alleviating the currently over-played pitches and lessening the risk of match cancellations.

7 HOCKEY ANALYSIS

7.1 Introduction and Strategic Context

7.1.1 In order to understand the overall objectives and priorities of England Hockey (EH), an analysis of key recent strategies and documentation has been undertaken and summarised below.

ENGLAND HOCKEY FACILITIES STRATEGY (2017).

VISION: FOR EVERY HOCKEY PLAYER IN ENGLAND TO HAVE APPROPRIATE AND SUSTAINABLE FACILITIES THAT PROVIDE EXCELLENT EXPERIENCES FOR PLAYERS.

MISSION: MORE, BETTER, HAPPIER PLAYERS WITH ACCESS TO APPROPRIATE AND SUSTAINABLE FACILITIES

7.1.2 The club market for hockey is well structured and clubs are required to affiliate to England Hockey to play in community leagues. As a result, only a few occasional teams lie outside of the EH affiliation structure. Schools and Universities are the other two areas where significant hockey is played.

7.1.3 England Hockey's strategy is based on a virtuous circle which aims to use international success to create visibility which in turn can be used to drive participation.

7.1.4 The three main objectives of the facilities strategy are:

- **PROTECT:** To safeguard existing hockey provision. England Hockey currently have around 1000 pitches that are used by hockey clubs, including University teams. It is important to retain the current provision where appropriate to ensure that hockey is maintained across the country. England Hockey aims to work closely with hockey clubs on their facility partnerships, influencing Playing Pitch Strategies (PPS) and continuing to work with other National Governing Bodies on a local and national level to identify priorities.
- **IMPROVE:** To improve the existing facilities stock both at grassroots and elite level. The current facilities stock is ageing and there needs to be strategic investment into refurbishing pitches and ancillary facilities. More support is required for clubs to obtain better agreements with facilities providers and to receive better education about owning and maintaining pitches. England Hockey aims to provide education around asset owning including when it is appropriate for clubs to asset own as opposed to hire facilities combined with developing stronger partnerships between hockey clubs and pitch providers, recognising that many clubs are the single user of an artificial grass pitch. Improving the administration and business planning with asset owning organisation to ensure there are appropriate finances in place for the replacement of the surface. In addition, support clubs in the National League to achieve the facilities Elite Operating Standards requirements and working with funding partners to ensure investment into pitches that provide opportunities to deliver our player pathway

- **DEVELOP:** To strategically build new hockey facilities where there is an identified need and ability to deliver and maintain. This might include consolidation hockey provision in a local area where appropriate. Research has identified key areas across the country where there is a lack of suitable Hockey provision and there is a need for additional pitches. There is an identified demand for multi pitches in the right places to consolidate hockey and allow clubs to have all of their provision catered at one site. A clear facilities rationale has been developed and implemented through the mapping of sites that identifies where multi pitch provision should be placed. England Hockey aim to work with all stakeholders and key funding partners to strategically build new hockey facilities.

7.2 Supply

- 7.2.1 Brentwood has three full sized sand based AGPs present, with two of these being sand dressed, and the remaining being sand filled in terms of composition.
- 7.2.2 All three of the AGPs present are located within the A12 corridor sub area and available for community use, with extensive use placed on both sites through formal community use along with school use for PE and other sporting activities.
- 7.2.3 Table 7.1 below details the surface, availability, security, ownership and management of the sites that are suitable for competitive hockey in Brentwood.

Table 7.1 – Quantity overview for hockey facilities in Brentwood

Site Name	Sub area	Sand Based / Water based	Ownership	Management	Availability of community use / Security of community use	Size
Becket Keys Church Of England Free School Playing Fields	A12 corridor	Sand dressed	Charity/Trust	Education	Available/Secured	100x60
Brentwood School Sports Centre	A12 corridor	Sand filled	Education	Education	Available/Unsecured	100x60
Brentwood School Sports Centre	A12 corridor	Sand dressed	Education	Education	Available/Unsecured	100x60

7.3 Quality

- 7.3.1 As part of the Playing Pitch Strategy, each site that is suitable for hockey has been assessed by an independent research team and scored according to England Hockey's facilities framework contained within the 2013 Sport England Playing Pitch Guidance.

7.3.2 Table 7.2 below provides a summary of the quality assessments for all hockey suitable sites in the Borough, with assessments undertaken at all sites.

Table 7.2 – Quality overview for hockey facilities in Brentwood

Site Name	Sand Based / Water based	Size	Flood lit	Age of playing surface	Condition (Quality score)
Becket Keys Church Of England Free School Playing Fields	Sand dressed	100x60	Yes	5-10 years	64.52% - Standard
Brentwood School Sports Centre	Sand filled	100x60	Yes	5-10 years	90.32% - Good
Brentwood School Sports Centre	Sand dressed	100x60	Yes	2-5 years	92.47% - Good

7.3.3 Table 7.2 indicates that the three pitches that are available for community use are of varying quality. Brentwood School Sports Centre have two good quality pitches, that have recently been refurbished. Provision at Becket Keys Church of England Free School Playing Fields is of standard quality and is slightly older, this is the home to much junior demand, explored further in the document:

7.3.4 The site summary for the site, collected as part of the site assessment is shown below:

- Becket Keys Church of England School:** The school has a 125 lease as it is owned by the Russel Education Trust. The football and rugby pitches are across the road, approximately quarter of a mile away, with no parking or changing facilities. These are maintained by external contractors, they used to be rented by the community however they didn't have good relations and are now no longer used. Car parking is an issue on site, especially as the site is undergoing building works. The AGP is situated in close proximity to the school and other formal playing pitches, such as rounder's. The AGP is of standard condition throughout, but with suitable fencing and equipment in place.
- Brentwood School Sports Centre:** along with a significant number of grass football and rugby pitches, there are also 2 sand based AGPs. All facilities on site have suitable artificial drainage and are maintained to a good standard by an in house team of 4.. Both facilities are met with suitable car parking and changing provision. The two AGPs are also configured for further sports, such as tennis and small sided formats of the sport. There are no obvious defects present on the surface, along with suitable maintenance regime being apparent. The site is of good quality throughout. In the middle of the field, next to the athletics track, there is an ancillary facility with 6 changing rooms, all with toilets and communal showers, and 2 officials rooms.

7.4 Demand

CURRENT DEMAND

- 7.4.1 There is one hockey club in Brentwood. Brentwood Hockey Club have a strong senior section, with 11 teams in total and this is complimented by a smaller junior section. The breakdown of the club is demonstrated by Table 7.2, which shows the club profile by age group and gender.

Table 7.2 – Team profile for Hockey in Brentwood

CLUB NAME	ADULT TEAMS			JUNIORS	TOTAL
	SENIOR MEN	SENIOR WOMEN	MIXED		
Brentwood Hockey Club	5	5	1	1	12

- 7.4.2 The table below highlights how the profile of hockey teams across Brentwood creates demand for AGP match and training hours throughout the week. Senior teams train midweek however some junior teams/development centres may train on weekends. It is important to understand that this will impact on capacity analysis when considered with the competitive match slots required above.

Table 7.3 – Match demand for hockey in Brentwood

	Number of teams	Competitive hours required		
		Weekday	Saturday	Sunday
Senior teams (16-65)	11	0	10	1
Junior teams (11-15)	1	0	1	0

KEY CLUB CONSULTATION

- 7.4.3 To develop a greater understanding of the need for hockey in Brentwood, a consultation was undertaken with the only club in the Borough, a summary of which is provided in the table below.

Table 7.4 – Key club consultation in Brentwood

Club	Consultation Summary
Brentwood HC	<p>A total of 12 teams, with 5 Men's, 5 Ladies and 1 Mixed as well as an U15 side. The majority of their fixtures and all training take place at Becket Keys School, and they also use Brentwood School for some adult fixtures. Although they only have one competitive junior team, the club have approximately 100 young members aged 3-12 that use the pitch at Becket Keys on Sunday mornings (10am-12pm, with usually around 40-60 in attendance) for informal matches/training.</p> <p>Club membership has stayed consistent in recent years, however England Hockey are starting to work with the club on a club-school link programme and it is expected for their junior numbers to grow significantly over the next 24 months.</p> <p>They have rated the quality of the pitch at Becket Keys School as standard, showing some signs of general wear and tear and inappropriate use (football). They have stated that the pitch has deteriorated from previous season and improved maintenance is required. Changing facilities at the site were identified as poor.</p> <p>The pitches and facilities at Brentwood School were deemed good and no particular issues were raised on consultation.</p> <p>The club stated to be unhappy with the cost of hiring facilities: "We pay more than we would like for Brentwood School pitches. All our pitch arrangements we find ourselves without any help or support from England Hockey or the local Council"</p>

7.5 Future Demand

DEMAND DRIVEN BY POPULATION GROWTH

- 7.5.1 In order to calculate the future demand for Hockey in the Borough, a Team Generation Rate²⁵ has been calculated using the current number of teams and the current population. This measure allows us to calculate what size of population (for various age groups) will typically cause enough demand for a hockey team.
- 7.5.2 This Team Generation Rate can now be applied to the population projections for the study area to confirm how population growth or reduction will affect the demand for teams in each of the key age groups. This population projection data has been provided by the Council and aligns to their core strategy.
- 7.5.3 It should be noted that as there is currently one hockey club in Brentwood, the future analysis and capacity analysis has been undertaken at a Borough-wide level.

²⁵ The Team Generation Rate calculation uses the current number of teams and the current population to calculate a proxy measure of the number of total residents per relevant sports team. This measure is therefore applied to the projected population (depending on the length of the strategy) to predict how many additional teams will be required in order to satisfy the demand from the 'new' population.

Table 7.5 – Future demand projections for hockey teams in Brentwood.

Sport and Age Groups	Number of teams in age group within the area	Current population in age group within the area	Future population in age group within the area	Current TGR	Population Change in Age Group	Potential Change in Team Numbers in Age Group
Senior Men (16-55yrs)	6	19248	21848	3208	2600	1
Senior Women (16-55yrs)	5	19709	21455	3942	1745	0
Junior Boys (11-15yrs)	1	2219	2957	2219	738	0
Junior Girls (11-15yrs)	0	2269	2766	N/A	497	N/A

7.5.4 England Hockey are working with Brentwood Hockey club on a school club link programme which is expected to support the club in growing their junior members significantly over the next two years. This would not impact on the above TGR table but it would increase the number of juniors attending the club for informal training and matches, especially on Sunday mornings, and in-turn impact on future accessibility and demand for pitch availability for informal Hockey. It is likely that the club will require access to the Brentwood School Sport Centre pitches in the future to help to accommodate this demand if the pitch at Becketts Key School reaches capacity.

7.5.5 Table 7.5 illustrates that population growth across the Borough is likely to produce a minor change in demand for hockey, with 1 further Senior Mens team expected to be generated as a consequence of population change. It is important that this is considered alongside the latent demand analysis in the following section.

DEMAND DRIVEN BY LATENT DEMAND

7.5.6 While a large amount of future demand will be driven by population growth, it is also likely that clubs and operators are successful in converting latent demand into actual demand, therefore increasing the number of people playing hockey.

7.5.7 However, through consultation with Brentwood Hockey Club there has been no latent demand, which the club is aiming to convert into affiliated hockey demand within the next 3 - 5 years, highlighted.

7.6 Supply and Demand Balance

SUPPLY AND DEMAND BALANCE – SPATIAL ANALYSIS

7.6.1 To calculate whether there is any spare capacity at hockey sites in the study area, Table 7.7 shows the supply and demand figures for community use hockey facilities in

Brentwood. This table contains demand (in hours) from competitive matches as well as training required by local clubs.

- 7.6.2 In order to assess the availability of hockey facilities at peak times, it has been assumed that the period of highest demand for hockey matches is on a Saturday.

Table 7.7 – Supply and demand balance for hockey in Brentwood

Site name	Supply (hours)			Demand (Hours required – for training and matches)			Balance (Match slots)		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Becket Keys Church Of England Free School Playing Fields	20	8	8	7 (+10 football training demand)	6	1	3	2	7
Brentwood School Sports Centre	40	16	16	0 (no football training demand recorded at this site)	5	0	40	11	16

- 7.6.3 Table 7.7 illustrates that there is over-supply of hockey provision in Brentwood, with significant spare capacity at Brentwood School Sports Centre during weekdays.

- 7.6.4 It is worth noting that the recreational school demand placed on this site is not factored in as it is not formal demand, therefore the pitch quality may decline at rate not expected as a consequence of this.

- 7.6.5 The impact of expected growth in hockey demand will be addressed as part of the scenario analysis later in this section.

PEAK TIME CAPACITY ANALYSIS

- 7.6.6 In line with the 2013 Sport England PPS guidance, this study has considered the total supply and demand for facilities, measured in match equivalents per week.

- 7.6.7 While this is a valuable measure of whether or not AGP facilities are at capacity, the patterns of demand should also be considered when assessing whether there are sufficient facilities across the Borough.

- 7.6.8 With this in mind, this section undertakes a peak time capacity analysis, to assess whether there are sufficient facilities during the periods that the greatest proportion of the population like to play hockey.
- 7.6.9 This will indicate whether there is enough capacity to satisfy the demand where a large amount of hockey is played at the same time (e.g. are there enough match slots so that all adult and junior teams can to play at the favoured times on Saturday and Sunday?)
- 7.6.10 The following assumptions on peak times have been developed, based on standard practice for competitive grass roots hockey, as well as consultation with Brentwood Hockey Club.
- There are 4 x 2 hours match slots on Saturday per pitch
 - There are 4 x 1.5 hours match slots on Sunday per pitch

Table 7.8: Peak time capacity analysis for Brentwood Borough provision – Brentwood School Sports Centre

Age-group (preferred match slot)	No. of teams	Peak-time demand (Match Slots)	Peak-time Capacity (Match Slots)	Balance	Commentary
Adult (Saturday 10-6*)	5.5	3	4	1	1 match equivalents spare capacity per week
Junior (Sunday 10-4)	0	0	4	4	4 match equivalents spare capacity per week

Table 7.9: Peak time capacity analysis for Brentwood Borough provision- Beckett Keys Church of England Free School Playing Fields

Age-group (preferred match slot)	No. of teams	Peak-time demand (Match Slots)	Peak-time Capacity (Match Slots)	Balance	Commentary
Adult (Saturday 10-6*)	5.5	2	2	0	Pitch at capacity during peak time
Junior (Sunday 10-4)	1	1	2	1	1 match equivalents spare capacity per week

*Adult fixtures are occasionally played on Sunday however for this analysis, peak time adult demand is assumed to be Saturday.

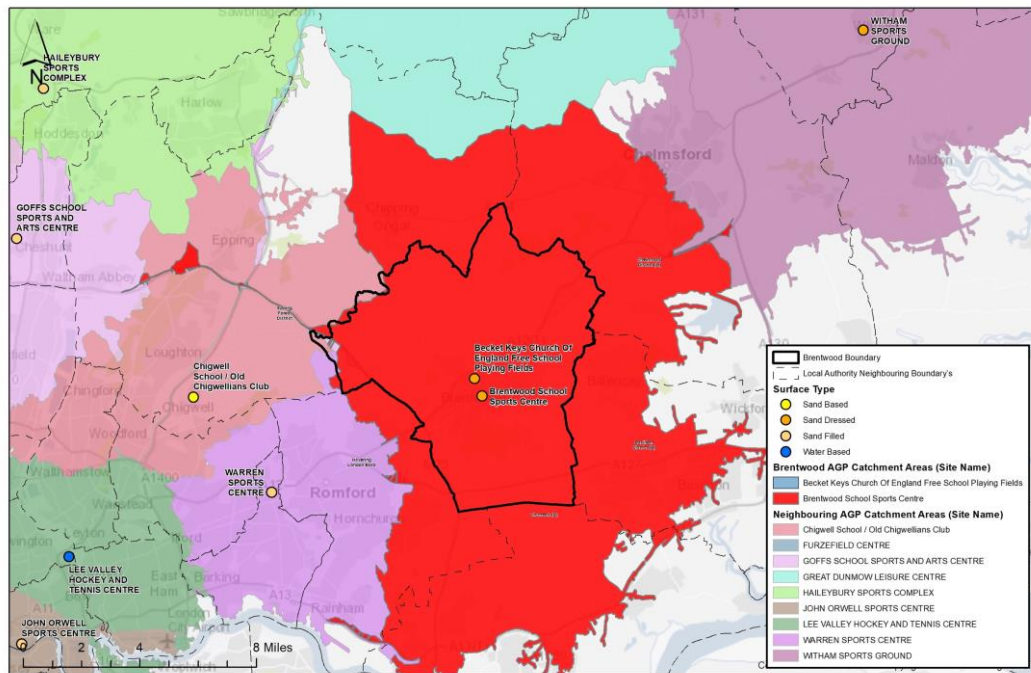
- 7.6.11 Tables 7.8 and 7.9 indicate that, with the use of two AGPs at Brentwood School Sports Centre, Brentwood Hockey club consequently has spare capacity during periods of peak period. However, at their most utilised site, Beckett Keys CofE, there is no spare capacity at peak time for adult demand, explaining why the demand is offset to Brentwood School Sports Centre.

SUPPLY AND DEMAND BALANCE – SPATIAL ANALYSIS

- 7.6.12 Figure 7.1 overleaf provides a spatial analysis of full size sand based AGP's in the study area in order to assess whether the current provision of 'strategic' hockey facilities meet the needs of the local residents. These maps also include full size AGP's from

neighbouring local authorities, as this is a key dynamic to The coloured areas show the unique catchment area of each of the AGP's, which indicates the closest AGP, within 20-minute drive time, for local residents.

Figure 7.1 Full sized sand/water based AGPs in 20min drive time of Brentwood



Full Size Sand and Water based AGP sites with community use availability service areas in Brentwood (up to 20-minute drive time)



7.6.13 Figure 7.1 illustrates that Brentwood School Sports Centre and Beckett Keys CoE School represent the only facilities that are available to the community and suitable for competitive hockey within Brentwood. As a result, there is potential for a proportion of Brentwood residents are serviced by facilities that are located outside of the Borough. However, due to spare capacity being present at both sites, and the lack of formal teams within Brentwood it is assumed that this travel may not be apparent in the Borough.

7.7 Capacity Analysis and Scenario Testing

7.7.1 The following section contains the summary capacity analysis for hockey in Brentwood, as well as two relevant summaries, as requested by England Hockey and the Sport England 2013 Playing Pitch Guidance.

7.7.2

Table 7.10: Summary capacity analysis and scenarios for hockey (all in hours)

Scenario Name	Notes	Supply (Hours)			Demand (matches + training)			Balance (supply minus demand)		
		Weekday	Sat	Sun	Weekday	Sat	Sun	Weekday	Sat	Sun
1. All secured sites	This includes all secured sites and their capacity	60	24	24	7 (+10 football training demand)	11	1	43	13	23
2. All secured sites; FUTURE analysis	As above, but including the projected growth in demand	60	24	24	9 (+10 football training demand)	13	1	41	11	23

7.7.3 Table 7.10 illustrates that there is current future spare capacity for hockey in Brentwood, which is possible due to the presence of a high quality two pitch hockey specific site, at Brentwood School Sports Centre.

7.7.4 This capacity analysis indicates that there is spare capacity for new demand to be satisfied on the site, consultation with the club supports this finding.

7.7.5 This is further illustrated by Table 7.11 below, which provides a future peak time analysis for Brentwood, using the existing level of supply and the future projected demand. It should be noted that it is possible to undertake this type of analysis for Hockey (while not possible for other sports), as all demand can be assumed to be allocated to a single site.

Table 7.11: Future Peak time capacity analysis for Brentwood Borough

Age-group (preferred match slot)	No. of teams	Peak-time demand (Match Slots)	Peak-time Capacity (Match Slots)	Balance	Commentary
Adult (Saturday 10-6*)	12	6	6	0	No spare capacity each in the peak period
Junior (Sunday 10-4)	1	1	6	5	5 match equivalents spare capacity per week

7.7.6 Table 7.11 illustrates that due to there being limited growth in the hockey area, Brentwood is projected to have no spare capacity for adult and 5ME for junior demand during the peak period by the end of the strategy. This does not allow for unforeseen growth (such as the level of growth that has been experienced since the Rio Olympics), and with the Becket Keys School site being likely to reach capacity for adult hockey during peak times demand, it is recommended for Brentwood HC to accommodate any further growth in demand at the Brentwood School Sports Centre site.

7.8 Strategic sites for Protection, Enhancement and Provision

7.8.1 Table 7.12 provides a justification for how the two hockey sites should be Protected, Enhanced or Protected.

Table 7.12 – Site by Site Analysis for Hockey

Site Name	Sub Area	Pitch Type and Size	Pitch assessment score	Balance (Total Hrs.)	Justification for Protection (PR), Enhancement (E) or Provision (PV)				
Becket Keys Church Of England Free School Playing Fields	A12 Corridor	1 x Sand Dressed (100X60)	64.52% - Standard	This site is currently under capacity for hockey provision Spare capacity of 12 hours at peak time	<table border="1"> <tr> <td>PR</td> <td>This site should be protected in the Local Plan. This is an education site that is used for 14 hours per week by community hockey.</td> </tr> <tr> <td>E</td> <td>It is recommended that the school carry out renovation works to the AGP surface, to</td> </tr> </table>	PR	This site should be protected in the Local Plan. This is an education site that is used for 14 hours per week by community hockey.	E	It is recommended that the school carry out renovation works to the AGP surface, to
PR	This site should be protected in the Local Plan. This is an education site that is used for 14 hours per week by community hockey.								
E	It is recommended that the school carry out renovation works to the AGP surface, to								

								increase the quality of standard to good.
								A new sports hall has recently been built on site and this will provide new changing facilities that may be accessed by users of the AGP. No further required provision has been identified as part of the study.
								This site should be protected in the Local Plan. This is a high quality hockey site that is owned and managed by the school. The two pitch site is one of the best in the area and hosts high quality formal hockey for adults and juniors.
								No further enhancement has been identified as part of this study.
								No further required provision has been identified as part of the study.
Brentwood School Sports Centre	A12 Corridor	1x Sand Dressed (100x60) 1x Sand Filled (100x60)	90.32% - Good 92.47% - Good	<p style="text-align: center;">This site is currently under capacity for hockey provision</p> <p style="text-align: center;">Spare capacity of 67 hours at peak time</p>	PR			
					E			

7.9 Hockey Summary

- 7.9.1 This section summarises the findings from the hockey analysis, which will form the basis of the recommendation and action plan section for Brentwood Borough.
- 7.9.2 Table 7.13 includes the response to 5 key questions, which are asked for all PPS studies across the UK, in order to provide a standardised illustration of supply and demand for sports provision.

Table 7.13 – Key PPS findings for hockey in Brentwood

Key Question	Analysis
What are the main characteristics of the current supply and demand for provision?	The quality of provision across the Borough for hockey is high, given the existence of a high quality two pitch site at Brentwood School Sports Centre. This excellent facility is utilised by Brentwood Hockey Club, who also have a large amount of demand for senior and junior hockey and their preferred site, Beckett Church of England Free School Playing Fields. There is no further, hockey compliant, artificial provision in the Borough.
Is there enough accessible and secured community use provision to meet current demand	There is enough capacity at the existing site to meet the current needs for outdoor hockey in Brentwood, however Beckett CofE school are at capacity at peak times for adult provision.
Is the provision that is accessible of sufficient quality and appropriately maintained?	The existing facility at Brentwood School Sports Centre represents a very good hockey facility, with two high quality sand-based pitches. This facility is well maintained by the school, who manage the site.
What are the main characteristics of the future supply and demand for provision	Future demand for hockey in Brentwood is not expected to change the number of formal hockey teams in the Borough. The sport has enjoyed significant growth since the Women's gold medal at the Rio Olympics, which it is hoped will stimulate further growth at both junior and adult age groups across the country however. England Hockey are working with Brentwood Hockey club on a school club link programme that is expected to increase the junior members by 20% over the next two years. This will increase informal hockey demand at the club and increased use of both the Beckett School and Brentwood School Sports Centre pitches.
Is there enough accessible and secured community use provision to meet future demand	The projected increase in demand can be satisfied at the existing provision in the Borough. Consultation has also confirmed this point. The future peak time analysis indicates that over the lifetime of the strategy, Beckett CofE School are expected to continue to have limited spare capacity for demand during the peak period. As a result, Brentwood Hockey Club may look to offset further demand to Brentwood School Sports Centre.

8 TENNIS

8.1 Introduction

- 8.1.1 The Lawn Tennis Association (LTA) is the organisation responsible for the governance of tennis. The Essex LTA is locally responsible for the sport in terms of county teams and county based initiatives in Brentwood. The following section provides greater detail of the existing strategies and national facility plans, that are currently being delivered by the LTA.
- 8.1.2 Following this, the supply and demand section of this report evaluates the adequacy of facilities for tennis and considers:
- The supply of courts and demand for these courts.
 - The adequacy of courts in Brentwood.
 - Recommendations moving forward.

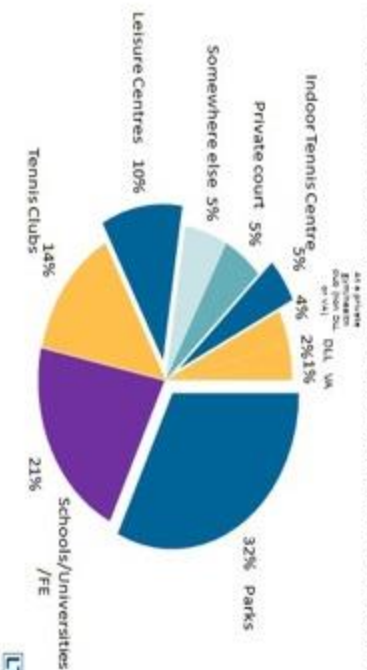
8.2 Strategic Context

- 8.2.1 The LTA has recently produced a new strategy “The British Tennis Strategic Plan 2015 – 2018”.
- 8.2.2 The Mission is to: Get more people playing tennis more often.
- 8.2.3 There are three strands of Participation Focus:
1. Deliver great service to Clubs:
 - Provide great support for clubs of all sizes by sharing best practice learning.
 - Apply greater focus on clubs seeking to grow the game in their club and community.
 - Help clubs achieve management excellence.
 2. Build partnerships in the Community by:
 - Developing strong Local Park and other community tennis venue partnerships to deliver inclusive tennis provision for all.
 - Invest in great people delivering great experiences in parks.
 - Targeted investment in “welcoming” park facilities for people to socialise and play.
 3. Enhance tennis offer in Education by:
 - Further strengthen schools offer, while introducing new secondary school programme.
 - Provide support to develop more effective links between schools and other places where tennis is played.
 - Maximise playing opportunities and help build a future workforce in colleges and universities.
- 8.2.4 The graphics overleaf represent an extract of the LTA national strategy and identify the importance of local authority park courts and facilities for the future priorities of the LTA

8.3 Lawn Tennis Association – Insight

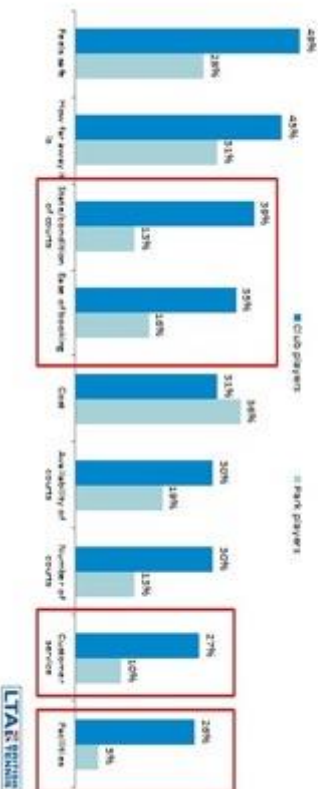
Parks are a key venue where people play tennis

Where people 14+ played tennis most if played at least once in the last year in GB (%)



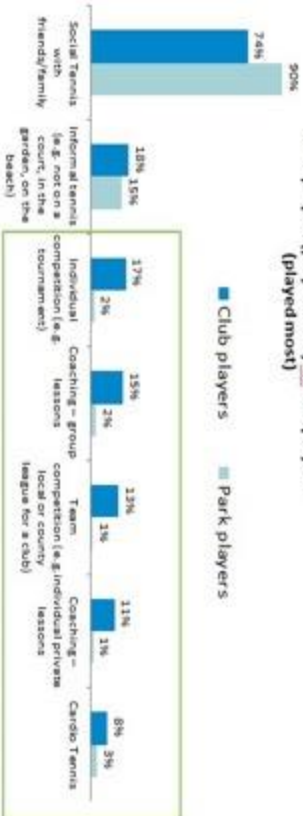
Lower satisfaction especially caused by condition of courts, ease of booking (needs planning), customer service and facilities

Satisfaction with Courts (Club vs. Park) (% Very Satisfied)



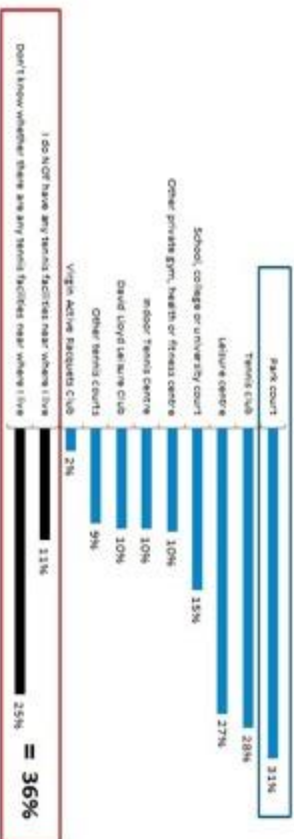
Park players are currently far less reliant on organised activities – partly inclination, partly availability

Types of Tennis Played in the Last Year Club players (played most) vs Park players (played most)



Awareness of local courts is an issue

Awareness of tennis courts nearby to where GB population live



- 8.3.1 The LTA has recently launched the 'Transforming British Tennis Together' initiative. The initiative is the largest and most existing capital investment programme the LTA has ever undertaken.
- 8.3.2 There are two ambitious goals that the LTA are looking to achieve:
1. To double the number of children playing tennis.
 2. To double the number of times infrequent adults, play tennis.
- 8.3.3 Over the next 10 years the LTA aim to invest £125m in British tennis facilities. With this sum matched by local partners, they hope to bring £250m into the game.
- 8.3.4 The LTA have conducted some wide-ranging research to understand how the wider public feel about tennis and primarily the main barriers they see to accessing the sport. The research has been split into the club, community and education sectors. The relevant headlines from the parks and community sections are highlighted below:
- Around 5 million people play once per year – majority of this in parks.
 - 36% of tennis played by those aged 14+ is on parks (14% Clubs and 22% Schools)
 - 80% of those that don't play tennis but would like to see parks as their first option.
 - For people who want to play tennis in parks, they are most dissatisfied with the state and condition of courts, ease of booking and the number of courts available to play.
 - Demand for tennis is amongst those who stopped playing in the last 5 years – but the age profile is wide ranging – from 14 upwards, demand for parks tennis is strong.
 - Although there is demand amongst the C2DE demographic classification, the highest latent demand is for ABC 1 demographic classification.
- 8.3.5 The Sport England Active People Survey confirms the seasonal participation peaks in the summer. This is particularly pronounced amongst non-club and occasional players.
- 8.3.6 It is key to note that the correlation between the lack of 'community' tennis in the non-summer months is likely to be heavily influenced by the lack of floodlighting, which is often a characteristic of local authority owned courts.

8.3.7 Further research carried out by the LTA suggests that many more people would play tennis if they knew where courts were located, particularly local authority courts. Its assertion is that better promotion would increase demand.

8.3.8 Technology development is evolving and it is now possible for an access gate to have a unit that is opened by key or swipe card. This key pad can be used to open the gate with a code, automatically generated by an online booking system. There are also now mobile phone and tablets applications that can allow customers to book and pay for courts.

8.3.9 It is hoped that increasing the awareness, the ease of bookings and the security of facilities from petty crime and vandalism will increase the conversion of latent demand to actual demand across the country. The LTA are therefore keen to work with local authorities, especially those in areas of high population, to deliver fit-for-purpose projects at sites with community access.

8.4 Court Supply

8.4.1 Table 8.2 and Map 8.1 (both overleaf) provides a breakdown of tennis court sites in the study area. The quality rating of a site is calculated using the following LTA criteria:

- Good: Good playing surface, courts recently been upgraded, resurfaced, nets and fencing in working order.
- Average: Playing surface ok, playing surface is fading, jet wash/repaint will bring it back to life although courts will be in - need of refurbishment/resurfacing in a couple of years' time.
- Poor: Playing surface poor, slippery playing surface, poor drainage, cracks on the playing surface and surrounding area, court markings hardly visible, no nets or nets damaged, surrounding fencing poor/dangerous.

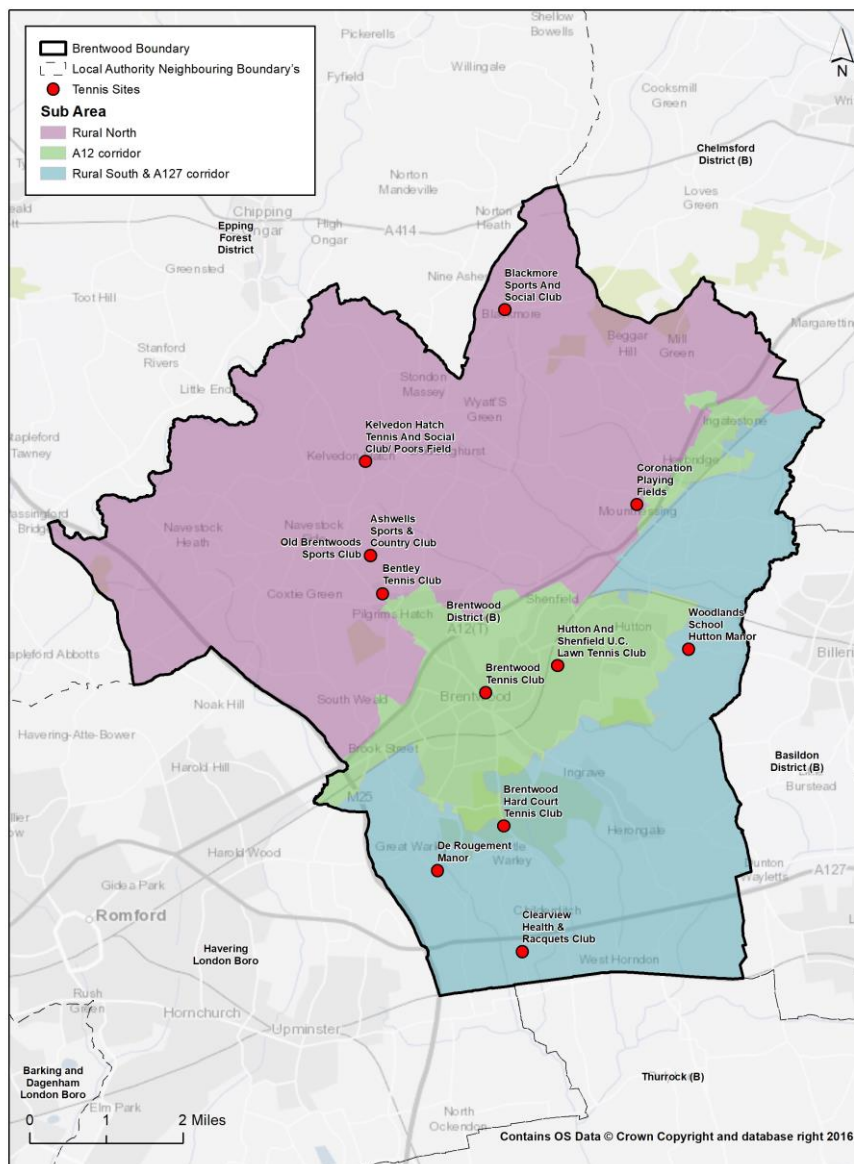
Table 8.2: Outdoor Tennis Provision by Site

* Quality assessments were not available and desktop research has been used to confirm the quality of provision.

Outdoor Tennis sites	Sub Area	Availability to the community	Site Type	Tennis courts		Floodlit	Site Quality
				All Courts	Surface		
Ashwells Sports & Country Club	Rural North	Available	Commercial	3	Macadam	No	Poor
Bentley Tennis Club	Rural north	Available	Community	2	Macadam	Yes	Good
Blackmore Sports And Social Club	Rural North	Available	Local authority	2	Macadam	Yes	Average
Brentwood Hard Court Tennis Club	Rural South/A127 Corridor	Available	Sports club	13	Artificial grass	Yes	7x Good
Brentwood Tennis Club	A12 corridor	Available	Community	12	Artificial grass	Yes	Good
Clearview Health & Racquets Club	Rural South/A127 Corridor	Available	Commercial	2	Other	Yes	Average
Coronation Playing Fields	Rural North	Available	Local authority	4	Artificial grass	Yes	Average
De Rougement Manor	Rural South/A127 Corridor	Not available	Commercial	2	Macadam	No	Good
Hutton And Shenfield U.C. Lawn Tennis Club	A12 corridor	Available	Education	5	Macadam	Yes	Good
Old Brentwoods Sports Club	Rural North	Available	Community	3	Macadam	Yes	Good
Kelvedon Hatch Tennis And Social Club/ Pools Field	Rural North	Available	Other	2	Macadam	No	Good
Woodlands School Hutton Manor	Rural South/A127 Corridor	Not available	Private	1	Macadam	No	Poor
Total				51		43	
Court Quality	Good	Average	Poor				
Brentwood	33	14	4				

- 8.4.2 Table 8.2 shows there are 51 outdoor courts across 12 sites in Brentwood. The majority of these sites provide access to the community through either a club membership or on a 'pay and play' basis (48 courts across 10 sites). There are two sites in Brentwood with no community access, Woodlands School Hutton Manor has one court and De Rougement Manor has two courts and is privately owned.
- 8.4.3 Of the sites that offer full community access (i.e. Club and Community sites), there are 31 good quality courts, as well as two courts at De Rougement Manor however these are not available to the community. There are only 4 courts in the study area that are of poor condition, one of which is not available to the community, Woodlands School Hutton Manor. The three remaining poor courts are present at Ashwell's Sport and Country Club.

Map 8.1 Tennis courts by numbers in Brentwood



Tennis sites in Brentwood



8.5 Court capacity

- 8.5.1 Table 8.3 below shows how the total estimated membership capacity for each Club and Community site calculated by the LTA from existing data. Table 8.4, also below, shows the capacity for membership at each of these sites.

Table 8.3: LTA membership capacity calculations

Court Type	Membership Capacity
Non-floodlit outdoor	40
Floodlit outdoor	60
Grass outdoor	20

Table 8.4: Membership capacity at Club and Community Tennis Sites

Site	Current Capacity
Bentley Tennis Club	120
Blackmore Sports And Social Club	120
Brentwood Hard Court Tennis Club	780
Brentwood Tennis Club	720
Clearview Health & Racquets Club	120
Coronation Playing Fields/Mountnessing Playing Fields	240
De Rougement Manor	80
Hutton And Shenfield U.C. Lawn Tennis Club	300
Old Brentwoods Sports Club	180
Kelvedon Hatch Tennis and Social Club/ Poors Field	80
Woodlands School Hutton Manor	40
Total	2780

Table 8.5: Membership capacity at private clubs, not available to the community

Site	Current Capacity
Ashwells Sports & Country Club*	120
Total	120

8.6 Demand for Club and Community Tennis Courts

- 8.6.1 To understand a more local view of demand for tennis, Table 8.5 below uses Sport England Market Segmentation data for both current and latent demand for residents living in Brentwood. Actual demand are residents that are currently playing tennis (according to Sport England's Market Segmentation data) and latent demand is the number of residents that want to play tennis.

- 8.6.2 The table combines club and community courts as several of the clubs, especially those based on recreational areas, will also service some casual tennis centre.

Table 8.6: Current demand of Community Tennis Courts in Brentwood (2018)

Number of courts	Capacity	Tennis Demand		
		Actual Demand	Latent Demand	Total Demand
48	2780	1,515	1523	3038

- 8.6.3 Table 8.6 and 8.7 below show that courts accessible to the community (at Club or Community sites) in Brentwood have a capacity for 2780 people to play tennis compared to an estimated actual demand of 1,515 people (members/users of tennis clubs/community courts). This means that club and community tennis facilities in Brentwood are currently operating at 54% of their operational capacity. When considering latent demand, the tennis facilities in Brentwood are operating 9.2% over-capacity.
- 8.6.4 By 2033, SNPP population projections predict that the population in Brentwood will increase by 16.8% between 2018 and 2033. Sport England data projects actual demand in Brentwood to rise to 1757 and latent demand to be 1766, totalling 3523 for the study area. If the number of courts remains the same over this time, the community accessible courts in Brentwood will be operating at 27.6 over-capacity.

Table 8.7 Future Capacity at community accessible courts (2033)

Number of courts	Capacity	Tennis Demand		
		Actual Demand	Latent Demand	Total Demand
48	2780	1757	1766	3523

8.7 Supply vs Demand

Table 8.8 Supply vs Demand at present and in the future

Facility Type	Club and Community Courts that are available for community use		If all Courts were made available for community use	
	2018	2033	2018	2033
Actual Demand	1515	1757	1515	1757
Supply Capacity	2780		2900	
% of capacity utilised	54%	63%	52%	60%
10% of latent demand	152	177	152	177
Total demand (Actual + 10% of latent)	1667	1934	1667	1934
Capacity balance (Capacity – Total demand)	1113	846	1233	966

8.8 Demand

- 8.8.1 Taken from Sport England Market Segmentation tool, the total demand for tennis courts in Brentwood is considered to be 1515, meaning total stock at present is operating at 54% of its operational capacity.
- 8.8.2 Table above shows that a given the LTA’s target of converting 5-10% of latent demand into actual demand, there is potentially a current demand for a further four floodlit and one grass court (from an estimated 242 people). Although the impact of the LTA’s participation schemes may not be felt immediately, it should be considered that should the LTA be successful in hitting their target of converting 5-10% of latent demand into actual demand, then these players will place additional demand on both community courts and on members’ clubs.
- 8.8.3 Taken together, the above analysis therefore concludes that Brentwood is currently over-supplied with tennis provision. However, the level of estimated latent demand means that, should the LTA be successful in reaching its target of converting 10% those that want to play tennis into regular players, then Brentwood continue to be over supplied by a minimum of eighteen floodlit and one non floodlit court. Given the oversupply of community supply, it is recommended that these courts should also be designated for community access, either through free-to- access and/or pay-and- play, to encourage participation through reduced fees. Some of this demand could be met by opening up community use agreements with schools and academies to access the non-community based tennis facilities in the area.
- 8.8.4 Table 1.7 shows the impact of a 16.8% population growth over the next 16 years in Brentwood. If no further courts are added then the supply and demand deficit for tennis courts in Brentwood is forecasted to be over supplied by, a reduced, 15 floodlit courts. It should be noted that the quality of existing courts will deteriorate in the next 15 years and therefore require investment on top of the adding of further courts.
- 8.8.5 4 global attempted to contact the 8 tennis clubs within Brentwood, through emailing their online survey three times, the responses received are detailed below in table 8.8.

Table 8.8: Demand of Community Tennis Courts in Brentwood.

Club	Summary
Mountnessing Tennis Club	There are 86 active members within the club at present, along with one paid coach and 12 volunteers. The club have seen a decrease in membership figures in recent years, due to a poor quality of provision being present along with lack of funds to improve this.
Bentley Tennis Club	There are 50 active members within the club, of which there is a volunteer base of 11. The club have seen increases in membership in recent years and are always looking to increase. The clubs main development priority is to establish suitable flood lighting on site along with resurfacing the current courts to improve the quality of provision. The club are hopeful that these developments will increase participation within the junior section along with increasing the number of volunteers.

9 BOWLS ANALYSIS

9.1 Introduction

- 9.1.1 Bowls England is responsible for governance administration and promotion of Flat Green Lawn Bowls in England. It was formed in 2008 following a unification of the English Bowling Association (EBA) and English Women's Bowling Association (EWBA).
- 9.1.2 The following section provides greater detail of the existing strategies that are currently being delivered by Bowls England.
- 9.1.3 Following this, the supply and demand section of this report evaluates the adequacy of facilities for bowls and considers:
- The supply of facilities and demand for these.
 - The adequacy of facilities in Brentwood.
 - Recommendations moving forward.

9.2 Strategic Context

- 9.2.1 The most recent strategy formulated by Bowls England to help drive the game forward was the Strategic Plan (2014-2017). This plan outlines the main vision, values and mission of Bowls England.
- 9.2.2 The strategy produced three 3 key strategic priorities:
- To increase participation in the sport of outdoor flat green bowls
 - To support County Associations and Clubs
 - To provide strong leadership and direction
- 9.2.3 Underpinning these 3 Strategic priorities are the vision and values of the organisation
- 9.2.4 Bowls England have 3 areas feeding into their key vision:
- **Promote** the sport of outdoor flat green bowls
 - **Recruit** new participants to the sport of outdoor flat green bowls
 - **Retain** current and future participants within the sport of outdoor flat green bowls
- 9.2.5 Bowls England have also identified areas feeding into their key vision:
- **Be progressive:** seek opportunities to adapt the sport to meet the needs of clubs and participants and embrace change when required;
 - **Offer opportunities:** for players to participate at national and international level
 - **Work to raise the profile of the sport:** in support of recruitment and retention
 - **Lead the sport:** We will drive the sport forward towards our vision
 - **Support clubs and county associations:** in developing their facilities and bowls facility

9.3 Supply

9.3.1 There are six outdoor bowling greens in Brentwood. Table 9.1 below provides details of the bowls sites, which all have one green, each comprising of six rinks. All six of the bowling greens in the borough are available for (secured) community use. Three of the six sites are owned by the Local Authority; two sites are owned by a club, with the remaining being owned by a trust. All sites are managed by associated clubs.

Table 9.1 – Bowls Sites in Brentwood.

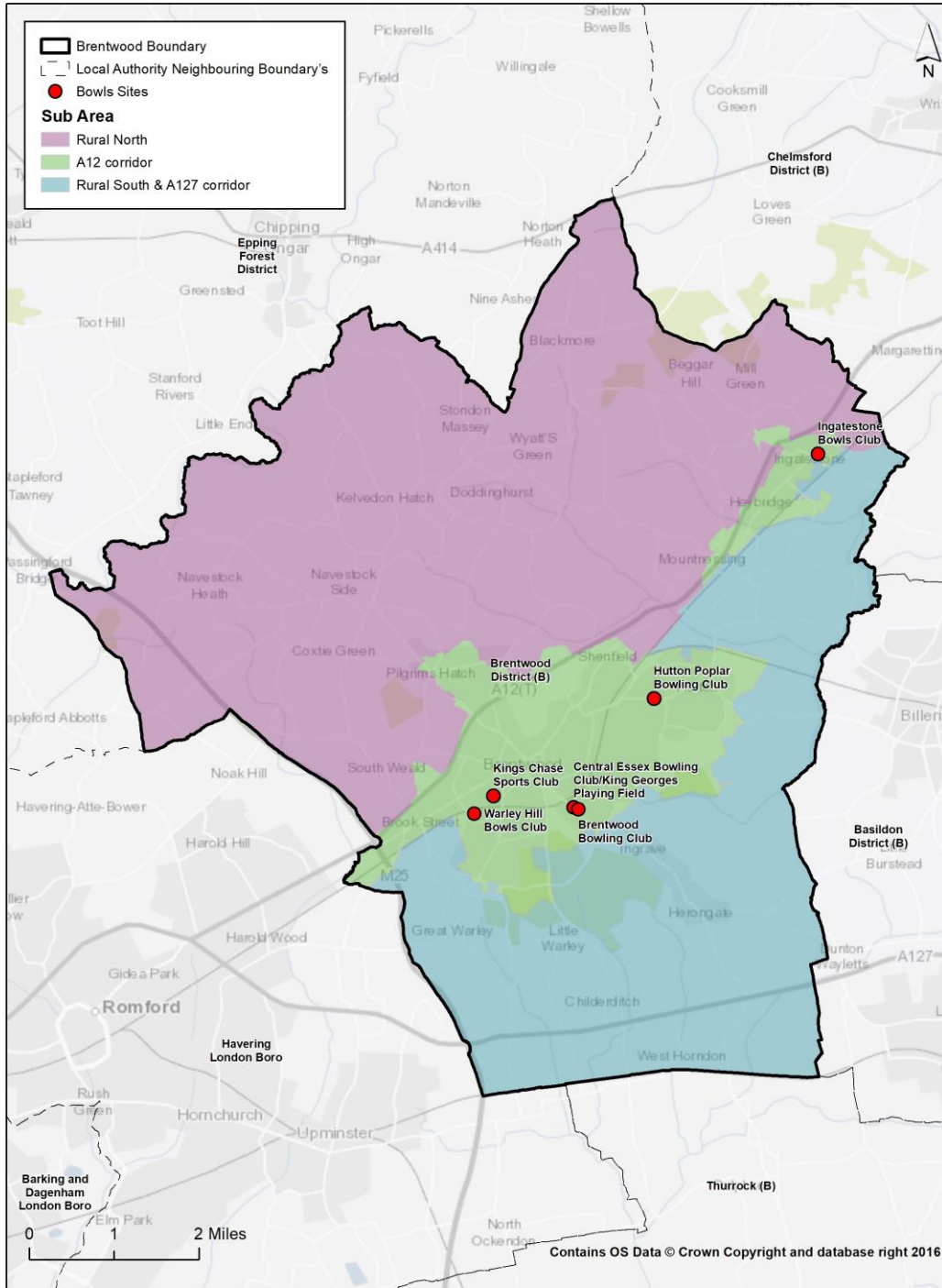
Site Name	Sub Area	Security of Use	Ownership	Management	Number: Green – Rinks	Quality: Green – Clubhouse
Central Essex Bowling Club/King Georges Playing Field	A12 corridor	Secured	Local Authority	Club	1-6	Good-Good
Brentwood Bowling Club	A12 corridor	Secured	Local Authority	Club	1-6	Good-Good
Ingatestone Bowls Club	A12 corridor	Secured	Club	Club	1-6	Good-Standard
Hutton Poplar Bowling Club	A12 corridor	Secured	Club	Club	1-6	Good-Standard
Kings Chase Sports Club	A12 corridor	Secured	Charity, Trust	Club	1-6	Good-Good
Warley Hill Bowls Club	A12 corridor	Secured	Local Authority	Club	1-6	Good-Good

9.3.2 The three, Local Authority owned, bowling greens and clubhouses, all are of good quality. In terms of criteria applied, these sites have a good quality of green with suitable maintenance regime present, there is also no evidence of surface breaks or anti-social behaviour present. There is also a suitable condition of ancillary facility accompanying the green.

9.3.3 All clubhouses at the three Local Authority owned sites are of good quality; however, Ingateston Bowling Club and Hutton Poplar Bowling club, club owned, are of standard quality. The areas for improvement here are to renovate the changing and kitchen facilities within the ancillary's in order to attract an increased member base along with being sufficient for current demand. There are major refurbishments required at Hutton Poplars Bowling club, in comparison to Ingatestone Bowling Club.

9.3.4 Map 9.1 overleaf displays the location of bowls sites in Brentwood.

Map 9.1: Bowls sites in Brentwood



Bowls sites in Brentwood



9.4 Demand for Outdoor Bowls Facilities in Brentwood.

- 9.4.1 There are six clubs in Brentwood. All clubs were contacted by 4 global with the aim to inform the demand section of the study. 4 global have attempted to make contact with the bowls clubs through circulating their email survey three times, only one club responded to our request for information. The consultation summary of this club are provided in Table 9.2 below.

Table 9.2: Club Consultation Summaries

Club	Summary
Hutton Poplars Bowling Club	There are around 50 currently active playing members within this club, this figure is currently under the capacity for members on site and the club would love to increase these figures. The club are expecting this increase due to free coaching that takes place on site, by volunteer coaches, along with advertising in relevant sources. The club, in order to increase the membership base, see it is as a priority to carry out major refurbishments to the club room, toilets and kitchen. The club would also like to move this facility closer to the green. The club are keen to add an indoor bowling facility on site to increase the sporting offer also.

- 9.4.2 Sport England's Market Segmentation tool has identified that there is currently an actual demand of 577 members, split across all sites in the study area. There has also been a recorded latent demand of 126 members across the Borough.
- 9.4.3 Sport England's Market Segmentation Tool has been used to identify dominant market segments of residents within Brentwood that are most likely to participate in outdoor bowls. A typical bowls player, in Brentwood, is aged 66+ years old and retired, who are generally less active than the population but more active than others their age.
- 9.4.4 The Tool also calculates that 126 people in Brentwood would like to play more outdoor bowls. The dominant segment of this latent demand comprises of 66+ year old retired couples.

9.5 Summary and Recommendations

- 9.5.1 This section summarises the findings above and recommends key actions to be taken across the study area. In general, the quality of facilities across the Borough can be said to be quite high, with all greens scoring good quality on the assessment. Ancillary facilities also scored well, despite being an aging stock. The condition of these facilities can be attributed to a strong and dedicated volunteer base around many of the clubs. This volunteer base contributes heavily to the good upkeep of facilities and helps to oversee, and in many cases, provides, adequate quality maintenance of their respective club's green.
- 9.5.2 Although Bowls England has noted a decline in membership rates since its inception in 2008, Clubs are generally healthy, with memberships reported to be steady but aging in many cases.
- 9.5.3 It is recommended that Bowls England and the Council continue to support the work of volunteers and, where appropriate continue to empower members to have control over the management of their own facility. The Council, Bowls England and Sport England should continue to support projects which will help the clubs attract more players and grow the game further in Brentwood.

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- 9.5.4 It is also recommended that Bowls England work with Clubs to encourage improved awareness of facilities and that Clubs are well linked to participation programmes and support with marketing.

9.6 Site by Site Recommendations for Bowls Sites in Brentwood

9.6.1 To ensure that the Playing Pitch Strategy meets the requirements of the Brentwood Borough Council Local Development Plan and can be seen as a robust evidence base, the site-by-site assessment below includes all bowls sites that have been included within the study. The site-by-site assessment provides a justification of how each of these sites should be protected, enhanced or further provided for, in line with the National Planning Policy Framework paragraph 73 and 74.

Table 9.3: Site by Site recommendations

Site Name	Sub Area	Security of Use	Ownership	Management	Number: Green – Rinks	Quality: Green – Clubhouse	Justification for Protection (PR), Enhancement (E) or Provision (PV)	
Central Essex Bowling Club/King Georges Playing Field	A12 corridor	Secured	Local Authority	Club	1-6	Good-Good	PV	No further provision has been identified as being required as part of this study.
							E	No further enhancement has been identified as being required as part of this study.
							PR	This site should be protected as playing fields in the Local Plan. It is a good quality site that is used by Brentwood Bowling Club.
Brentwood Bowling Club	A12 corridor	Secured	Local Authority	Secured	1-6	Good-Good	PV	No further provision has been identified as being required as part of this study.
							E	No further enhancement has been identified as being required as part of this study.
							PR	This site should be protected as playing fields in the Local Plan. It is a good quality site that is used by Ingatestone Bowls Club.
Ingatestone Bowls Club	A12 corridor	Secured	Club	Unsecured	1-6	Good-Standard	E	Further enhancement to the ancillary facility has been identified as part of the study, it is recommended that there is support to the club to access sufficient funding for this.

Hutton Poplar Bowling Club	A12 corridor	Secured	Club	Secured	1-6	Good-Standard	PV	No further provision has been identified as being required as part of this study.
							PR	This site should be protected as playing fields in the Local Plan. It is a good quality site that is used by Hutton Poplar Bowling Club.
							E	Further enhancement to the ancillary facility has been identified as part of the study. The club are looking to carry out major renovation works to their changing and toilet facilities, in order to increase membership figures, it is recommended that the club are supported in carrying out this work.
Kings Chase Sports Club	A12 corridor	Secured	Charity/Trust	Secured	1-6	Good-Good	PV	No further provision has been identified as being required as part of this study.
							PR	This site should be protected as playing fields in the Local Plan. It is a good quality site that is used by King Chase Bows Club for all of their demand.
							E	No further enhancement has been identified as being required as part of this study.
Warley Hill Bows Club	A12 corridor	Secured	Local Authority	Secured	1-6	Good-Good	PV	No further provision has been identified as being required as part of this study.
							PR	This site should be protected as playing fields in the Local Plan. It is a good quality site that is used by Warley Hill Bows Club for all of their demand.
							E	No further enhancement has been identified as being required as part of this study.

10 Scenario Testing and Options Appraisal

- 10.1.1 The supply and demand analysis undertaken in each of the previous sections provides a clear view of the capacity for sports facilities across Brentwood Borough, based on the existing supply of facilities and the demand for these facilities from residents, both now and in the future.
- 10.1.2 This data provides an accurate evidence base, on which future planning and investment decisions can be made, using the guidelines outlines in the 'Delivering the Strategy' chapter of the strategy.
- 10.1.3 To complement the analysis that has been undertaken in each of the sport-specific sections, this chapter contains detailed further analysis on a small number of key scenarios, which have been identified by the project steering group throughout the development of the PPS.
- 10.1.4 For each of the scenarios identified below, a short summary is provided to explain why the scenario needs to be tested. Following this, a needs assessment for each of the relevant facility types is undertaken and explained.

10.2 Dunton Hills Garden Village and West Horndon Industrial Estate housing development projects

- 10.2.1 As identified in the strategic context section of this study, the Dunton Hills Garden Village and West Horndon Industrial Estate projects represent a significant level of proposed housing development, which will transform the landscape and infrastructure of the surrounding areas.
- 10.2.2 Given the rural nature of the Rural South/A127 Corridor sub area, there is minimal existing sports provision, largely due to the lack of residents and subsequent demand. As a result, the 3,080 new dwellings that are proposed for the area, as well as the associated new residents, are likely to generate significant demand for new Playing Pitch provision.
- 10.2.3 In line with guidance provided in the 'Delivering the Strategy' chapter of this report, it is key that the growth projected in Brentwood Borough is considered alongside the significant levels of growth that are projected in nearby Thurrock, Basildon and the London Borough of Havering. This is to ensure that the facility planning can be undertaken on a sub-regional level and develop facilities that have the greatest amount of added value for new and existing residents.
- 10.2.4 To understand the projected need for playing pitch provision triggered by the Dunton Hills Garden Village and West Horndon Industrial Estate developments, Sport England's Playing Pitch New Development Calculator (PPNDC) has been developed to provide a total number of facilities that are likely to be needed to meet the needs of new residents. The full Playing Pitch New Development Calculator and associated analysis is included as Technical Appendix E – Playing Pitch New Development Calculator, in addition to a short summary below.

10.2.5 Using an estimated population growth of 7,392 (in line with the 3,080) dwelling, the figure below illustrates how the PPNDC model generates an estimated demand for each of the pitch typologies

Figure 10.1: PPNDC Input data and estimated demand for new development

1. Select the local authority from the list.	Brentwood
2. Enter the total population of the local authority.	78,032
3. Enter the new population to estimate the demand for.	7,392
PART TWO: Estimated demand in match equivalent sessions a week (a season for Cricket)	
Adult football =	3.17
Youth football =	4.26
Mini soccer =	3.93
Rugby Union =	1.16
Rugby League =	0.00
Hockey =	0.52
Cricket =	74.46

10.2.6 Using this estimated demand data and assumption of how much supply would be needed to meet demand during the peak period, the figure below identifies the total number of pitches that are projected to be required, by typology.

10.2.7 Using Sport England's latest capital costs, as well as robust operating costs such as maintenance and sinking fund (where relevant) allocation, this figure also shows the expected capital cost and annual lifecycle cost for each of the pitch typologies.

Figure 10.2: PPNDC required facilities and associated cost

Total =	14.29	pitches at a capital cost of	£1,375,272	and a total life cycle cost (per annum) of	£256,903
Adult Football =	3.17	pitches at a capital cost of	£280,535	and a total life cycle cost (per annum) of	£56,916
Youth Football =	4.26	pitches at a capital cost of	£310,337	and a total life cycle cost (per annum) of	£62,664
Mini Soccer =	3.93	pitches at a capital cost of	£81,771	and a total life cycle cost (per annum) of	£16,512
Rugby Union =	1.16	pitches at a capital cost of	£138,789	and a total life cycle cost (per annum) of	£28,559
Rugby League =	0.00	pitches at a capital cost of	£0	and a total life cycle cost (per annum) of	£0
Hockey =	0.13	pitches at a capital cost of	£104,985	and a total life cycle cost (per annum) of	£3,129
Cricket =	1.63	pitches at a capital cost of	£458,855	and a total life cycle cost (per annum) of	£89,124

10.2.8 Figure 10.2 illustrates that a total of 14.29 new pitches will be required to meet the needs of new residents living in the Dunton Hills Garden Village and West Horndon Industrial Estate Developments, spread over the different pitch typologies. This is based on existing rates of demand for the Borough and therefore could be subject to change, for instance if a Rugby League team moves into the area or if a new team is formed.

- 10.2.9 This analysis provides a guideline for future needs generated by major development; however, these should be considered alongside the guidelines provided in the 'Delivering the Strategy' chapter of this strategy (see Figure 11.1). For instance, it may be that the increase in demand is met more effectively by existing provision and therefore any S106 contribution is put towards projects that help to meet the need of the new population. It should be noted that the figures that the calculator shows in demanded pitch numbers does not mean that new pitches should necessarily be provided in the development. This additional demand could be met by a combination of new grass pitches, improvements to the quality of existing grass pitches or 3G AGP provision.
- 10.2.10 This is likely to be especially relevant for football and cricket provision, as Herongate Athletic Football Club, Herongate & Ingrave Cricket Club and Great & Little Warley Cricket Club's existing facilities are located in proximity to the proposed housing developments. As a result, it is likely that investment is better placed on these facilities, with new residents encouraged to join an existing club.
- 10.2.11 It should be taken into consideration that the Rural South/A127 Corridor sub-area analysis shows that there is no spare capacity for cricket within the sub-area when including projected future demand, and there are currently no Rugby or Hockey facilities within the area. The future analysis for football shows a surplus of 22.5 match equivalents for the Mini Soccer 7v7 pitch typology, therefore the needs identified by the PPNDC for Mini Soccer could potentially be met by existing facilities.
- 10.2.12 It is important to emphasise that the figures generated by the PPNDC should not be considered in isolation, as some of the housing growth straddles the Brentwood, Thurrock, Basildon and Havering boundaries. As a result, the combined demand from the overall development needs to be considered, rather than just the demand from growth within Brentwood Borough.
- 10.2.13 It should also be noted that investment into existing facilities will not necessarily go into facilities within Brentwood Borough as there may be facilities close to the site in adjoining authorities where it would be more appropriate for such investment to be made to meet the needs of the development.

10.3 Use of 3G AGP's for affiliated football

- 10.3.1 During the last decade 3G FTPs have played an increasing role within the national game. They are regarded by the Football Association (FA) and Football Foundation (FF) as the optimum facility for training by clubs. In recent seasons, they have also become more popular for competitive matches. With this in mind, before developing the recommendations and action plan for this PPS, a key scenario has been looked at to help with understanding what demand there may be for full size floodlit 3G FTPs in Brentwood Borough, if increased amounts of play were to take place on them.
- 10.3.2 In line with national priorities, to get more young people playing football on 3G AGP's this scenario considers the likely total demand if **all** youth 9v9 and mini demand that is currently being played during the period of peak demand is moved from grass pitches to 3G AGP.

- 10.3.3 While it is understood that in practice it is unlikely that 100% of demand will transfer for these age groups, it provides a valuable assessment of the potential impact on pitch capacity, if the FA and FF are successful in changing player and coach behaviour and moving clubs from natural grass to 3G AGP provision.
- 10.3.4 Table 10.1 takes information from the assessment stage of this PPS to present the number of youth 9v9 and mini teams playing on natural grass pitches during the relevant peak periods. This then calculates an estimated number of matches at peak time and associated 3G AGP requirement.

Table 10.1: Number of 3G AGP's that would be required to meet demand

Format	No Teams per time (x)	No matches at PEAK TIME (y)= x/2	3G units per match (z)	Total units required formats (A)=(y)*(z)	3G pitches required B=(A)/64
5v5	45	22.5	4	90	1.4063
7v7	38	19	8	152	2.375
9v9	39	19.5	10	152	3.0469
11v11(Y)	0	0	32	0	0
11v11(A)	0	0	32	0	0
					6.8281

- 10.3.5 Table 10.1 illustrates that a total of 6.82 pitches would be required to meet the need at peak times for mini and youth 9v9 match demand, based on parameters provided by the FA and FF.
- 10.3.6 It should be noted **that this scenario is not linked to findings from FA calculations undertaken in the Football section of this report and does not represent a total actual requirement for 3G AGP provision**, however the results of the scenario can be used to inform future planning into the development of 3G AGP provision across Brentwood Borough. It should also be noted that this scenario is not linked to findings from FA calculations in previous sections of the report. The full report, detailing the parameters considered as part of this scenario, are included as Technical Appendix H – 3G Scenario Testing.

11 Recommendations and Action Plan

- 11.1.1 Through a detailed supply and demand analysis of the four sports included in the scope of the strategy, as well as stakeholder consultations across the Borough, an action plan has been developed, which will guide the steering group in their delivery of sports provision and facility decisions over the next 10 years.
- 11.1.2 In addition to the detailed action plan, which is provided in the following section, a small number of wide-ranging recommendations have been provided, which should guide the future direction of sports facility provision across Brentwood Borough.

- 11.1.3 These actions and recommendations seek to address the key issues that have been identified through the development of this study. As the overall objective of the strategy is to ensure residents have the appropriate quality, quantity and accessibility of sports facilities, many of these issues relate to the capacity of facilities to meet the need of Brentwood Borough's current and future population.
- 11.1.4 As they have been developed in partnership by BBC and a number of stakeholders, including National Governing Bodies and Sport England, the delivery of these actions and recommendations is not the responsibility of Brentwood Borough Council exclusively, but a partnership between all these bodies.
- 11.1.5 Through the site-by-site assessments and the catchment area analysis undertaken for each individual pitch typology, a number of sites and geographical areas have been identified, where additional capacity is required in order to meet the needs of residents.
- 11.1.6 This section brings together the complete evidence base and analysis that has been developed as part of the PPS and provides a clear strategy for the future delivery of sports provision in Brentwood Borough.
- 11.1.7 At a strategic level, the following key recommendations have been identified for each of the sport typologies, as well as for general sports provision.

11.2 Overall Recommendations

GENERAL

Recommendation 1: Work with well-run sports clubs to utilise the existing volunteer network across Brentwood by providing more autonomy for clubs and allowing those organisations that have adequate governance and financial stability to develop facilities and participation.

Recommendation 2: Enhance the drainage and maintenance of pitches that are currently operating over-capacity, and those identified as of poor quality, to increase the pitch capacity and accommodate demand of current user clubs. Utilise the Action Plan to identify the specific sites that should be focused on for this investment.

Recommendation 3: For all sports and physical activity, look to increase and secure community use at education sites across the study area. There is currently significant dependence on unsecured facilities to meet the needs of residents across the Borough, which represents a risk to participation and physical activity in Brentwood Borough.

A strategic approach is recommended to address this, as opposed to being dealt with on a school by school basis, identifying priority schools to focus on, as well as opportunities to work with multi-academy trusts and identifying possible strategic solutions that can apply to multiple schools. Consideration should also be given to the role of independent schools, given the quality of the facilities that they usually offer.

Recommendation 4: It is recommended that Brentwood Borough Council local planning policy protects playing field sites as identified in this document, in order to reduce the risk of loss and subsequent impact on sport and physical activity provision. But also allow for development of hub sites at specific locations to enhance the level of provision. Where a site is to be lost, the future development plan for the site should meet one of the five policy exceptions identified in Sport England's March 2018 issue of the Playing Fields Guidance. In addition, it is key that local authority planning policy supports the development of new, high quality sports provision required to meet the needs generated by major housing development and population growth. This policy and associated strategic planning is particularly key when existing provision cannot meet the growing need generated by a large numbers of new residents living in a single area. It is recommended that the tools and guidance identified in this strategy are used to identify the typology and quantity of provision, as well as the overall strategic direction of sport facility development in the study area.

FOOTBALL

Recommendation 5: Protect the current level of football provision across the Borough identified in this PPS, in line with Sport England's Playing Fields Policy, with the exception of The Stondon Massey Playing Field. This site has been identified as being surplus to requirements and can be designated as open space or for alternative physical activity. The Playing Fields Policy outlines the approach to the loss of existing playing field sites. Investment in alternative playing pitch facilities must be in accordance with priorities identified in the PPS Action Plan is required. This approach also applies to sites that have been used for football in the past.

For high-risk sites that are of high strategic importance for grass-roots football, such as The Arena, ensure that the site is afforded the highest possible level of protection, to reduce the risk of it being lost as sports provision. If this site is to be lost, it is key that a high-value mitigation package is put in place, to future-proof grass roots football in the Borough.

Recommendation 6: Seek to increase the number of full sized 3G AGP's that are available for community use, through the development of new facilities or the improvement of access to existing facilities. Through a Borough-wide feasibility study for additional 3G pitch sites, focus on the development of facilities in the A12 Corridor sub-area, where the highest amount of demand currently exists. A potential feasibility study for 3G pitches with the 5 South Essex authorities is also recommended, given their joint PPS and action plan is currently being finalized and recommends a 3G feasibility study for the sub-region. This would be particularly relevant for the Rural South/A127 sub-area, where the catchments will overlap.

To identify viable sites that meet the needs of residents, undertake further feasibility studies at Warley Playing Fields, Great Danes Youth FC, Herongate Athletic Football Club and Old Brentwoods Sports Club, to confirm financial viability and management infrastructure, both of which are required if 3G AGP's are to be installed. In addition, undertake further consultation with Anglo European School to identify if the site has the appetite to invest in and manage a new 3G AGP facility.

If there are any further opportunities to invest in 3G AGP provision within the Rural North and Rural South/A127 Corridor sub areas, it is recommended that these are maximised, while encouraging teams from the A12 Corridor sub-area to travel into these sub-areas for access to high quality provision.

Recommendation 7: Explore potential options for the creation of football hub sites, in order to provide high quality multi-pitch facilities in strategic locations across the Borough.

In order to create sustainable hub sites and in line with Recommendation 6, it is recommended that the facility mix includes 3G AGP (sites with potential to provide two or more 3G AGPs should be identified and prioritised) and grass pitch provision, alongside facilities that can generate secondary income, such as Health & Fitness.

Recommendation 8: Continue to invest in the grass pitches across the study area, to improve the quality and reduce the amount of cancelled games during periods of poor weather. The implementation of a maintenance equipment bank with support from the Football Foundation should be considered, to provide local clubs and organisations with more cost effective solution to improve pitch maintenance across the Borough. If this recommendation is to be delivered, pitch maintenance teams (both professional and volunteer) will require additional training to ensure individuals can use any new maintenance equipment efficiently and safely.

Prioritise sites that are key for future community use using the site-specific actions and prioritisation.

Recommendation 9: Address the football pitch capacity issues at periods of peak demand by moving mini and youth football to the proposed new 3G AGP provision, while working with the leagues and clubs to establish a more flexible kick-off policy and allow teams to play throughout the day on Saturday's and Sunday's. See relevant scenario for detail of future need.

Recommendation 10: Address the widespread issue of poor ancillary and changing pavilion quality through the refurbishment and replacement of existing ancillary facilities. Prioritise sites that are key for future community use using the site-specific actions and prioritisation.

CRICKET

Recommendation 11: Protect all sites designated as cricket playing fields in this PPS in line with Sport England's Playing Fields Policy. Cricket should not only be protected from loss but also from developments that would prejudice their use, particularly ball strike (this has become an increasing issue with developments around cricket grounds and, if not given appropriate weight, it could prejudice cricket activity on the sites).

Recommendation 12: Work with clubs that are currently playing at unsecured sites to agree long term security of tenure with landholders.

Recommendation 13: Utilise the funding opportunities and strategic direction provided by the ECB's Cricket Unleashed strategy, to provide fit for purpose facilities and programmes across the Borough. Work with the ECB and Essex County Cricket Board to continue to develop community programmes such as All Stars Cricket, Women's Softball Festivals, Get The Game On and Chance to Shine and increase participation across the Borough.

Recommendation 14: Work with clubs, the ECB and the Essex County Cricket Board to increase access to high quality indoor facilities for training and match play. Support Navestock CC with their current plans of developing a new pavilion to include indoor cricket facilities.

RUGBY

Recommendation 15: Protect all sites designated as rugby playing fields in this PPS, in line with Sport England's Playing Fields Policy.

Recommendation 16: Improve the maintenance regime across all key rugby sites, to increase the capacity of grass rugby pitches, especially those used by Brentwood RFC and Old Brentwoods RFC.

Recommendation 17: Increase the capacity for rugby by investing in WR22 AGP facilities, allowing clubs to use the facility during periods of poor weather and for midweek winter training. Undertake feasibility work with Old Brentwood Sports Club and Mavericks RFC (Warley Playing Fields) to assess the viability of delivering a full-size 3G WR22 AGP on the existing site, which can be used for rugby training and matchplay, as well as to meet growing football demand in the Borough.

HOCKEY

Recommendation 18: Protect all sites designated as hockey playing fields in this PPS, in line with Sport England's Playing Fields Policy.

Recommendation 19: Work with the Becket Keys School to improve the quality of the existing AGP and its playing surface, while exploring the development of indoor facilities in the Borough, potentially in collaboration with the ECB and Essex CCB.

Recommendation 20: Engage with Brentwood School to improve community use of education facilities and improve provision in areas of the Borough that do not currently sit within a catchment area of a community accessible facility.

TENNIS

Recommendation 21: Protect all sites designated as tennis facilities in this PPS.

Recommendation 22: Given the current oversupply of community tennis provision, it is recommended to encourage participation at existing courts through reduced fees, either through free-to-access and/or pay-and-play. Some of this demand could be met by opening up community use agreements with schools and academies to access non-community based tennis facilities in the area.

BOWLS

Recommendation 23: Protect all sites designated as bowls facilities in this PPS.

Recommendation 24: Continue to support the work of volunteers and, where appropriate, to empower members to have control over management of their own facility. The Council, Bowls England and Sport England should continue to support projects that help clubs attract more players and grow the game further in Brentwood.

11.3 Action Plan

11.3.1 This section provides a detailed action plan, broken down by site with clear owners, timescales and expected resources. This is shown overleaf in Table 10.1.

11.3.2 In addition to funding by the Council, the table identifies potential sources of external funding. It should be noted that funding for the actions below could come from one, or a combination, of funding sources shown below. This is not an exhaustive list and could be extended to other sources, depending on availability.

- CIL Monies should the Council decide to publish a CIL Charging Schedule
- Section 106 funding
- Community Grants Schemes

11.3.3 The Action Plan does not identify all those clubs that may be partners or provide resources in relation to its delivery. It is assumed that where clubs have a long-standing interest in a specific site that they will be a partner in delivering the actions and contribute financially or in-kind where appropriate.

11.3.4 Table 11.1 contains the full action plan for the Brentwood Borough PPS. The actions are split by sport and site, to provide specific direction on how facilities should be improved and invested in. It should be noted that not all sites have actions allocated to them, as it is unrealistic to expect funding partners to contribute to improvements at all facilities across a local authority area.

Notes on Action Plan

Issue/ opportunity: The issue or opportunity that can be addressed

Key Actions: Numbering indicates order of preference

Partners: Top listed partner is identified as lead partner

Resources: Key resource implications (time and money)

Timescale: Short: 0–2 yrs Medium: 2-5 yrs Long 5-10 yrs

Priority: Low, Medium and High, depending on overall impact for sports participation

- All costs are estimated, based on 4 global desktop research and consultation with industry experts. These are **not** based on firm pricing or quotes from reputable contractors, unless stated otherwise
- All maintenance costs represent the full cost for maintaining the pitches. They do not, therefore, reflect any maintenance that is currently being undertaken at the site and the cost incurred for these services. In reality, the cost for additional maintenance would be reflected by an increase of the current maintenance cost, rather than the full price stated as part of this action plan
- Where prices are stated for IOG pitch assessment, figures are based on 2 days @ £750 per day. If multiple sites are to be included within the same audit, there is an opportunity to assess 4 sites per day, with a minimal increase in the cost for writing up the assessments
- It is important to highlight that all generic and site specific recommendations and actions listed in this section have been assigned with lead partners and key resources for their delivery. However, this does not commit any of the partners, including BBC, to the delivery of the actions as this will be determined by financial and staffing resources, corporate priorities, co-operation by other stakeholders, etc.

11.3.5 There is not unlimited funding to invest in sports facilities, for any of the identified partners. As a result, actions have been prioritised on sites that are currently either not fit-for-purpose, showing a deficit of provision, or those that represent a viable investment opportunity that will significantly increase the quality, quantity or accessibility of sports provision in Brentwood Borough.

11.3.6 To provide the Council and Steering Group with a clear identification of 'strategic' investment priorities across the District, high profile strategic investment projects have been identified overleaf in **bold**. These projects are likely to be limited in number due to their size but will deliver a significant level of benefit for grass-roots sport and physical activity. These projects are likely to cost approximately £500k or more and will include a number of different stakeholders and funding partners.

Table 11.1 – Brentwood Borough PPS Action Plan

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Time scale	Priority
Alexander Lane	A12 corridor	Foot-1	The site is used by local mini soccer sides. The site and was identified as an option for residential allocation in the emerging local plan. The pitches on site are poor and in need of improved maintenance.	<ol style="list-style-type: none"> If the site was to be lost, the mitigation of the expected loss of grass pitches is required through replacement provision elsewhere in the area. Feasibility work should be undertaken to evaluate options and locations for this. If the site is kept as sports provision, seek support from the Football Foundation regarding the improvement to maintenance provision on site 	BBC Football Foundation Essex County FA Sport England Hutton FC	<ol style="list-style-type: none"> Officer time for planning investment of off-site mitigation. BBC and Football Foundation officer time and club volunteer time to improve maintenance regime 	<ol style="list-style-type: none"> Short Short 	<ol style="list-style-type: none"> Medium Low
Anglo European School Grass Pitches	Rural North	Foot-2	The pitches on site currently have very little community use due to the accessibility issues, the school would like to increase the use of the site by improving access roads and increasing parking capacity. If accessibility issues were to be resolved, the school have aspirations to develop a 3G pitch on site.	<ol style="list-style-type: none"> Undertake feasibility works to determine options on how to improve access to the site. Pending the action above successful, undertake further feasibility work for the installation of a 3G AGP to be used by the school and the wider community 	BBC Sport England Football Foundation Anglo European School	<ol style="list-style-type: none"> Feasibility study fees Partner funding, alongside investment from the school 	<ol style="list-style-type: none"> Long Long 	<ol style="list-style-type: none"> Medium Medium
Becket Keys Church Of England Free School Playing Fields	A12 corridor	Hock-1	This is a key hockey site in the area and is heavily used by Brentwood HC and other sports. Consultations revealed that the AGP is of standard quality, however it	<ol style="list-style-type: none"> Resurface the existing sand dressed pitch to increase quality of provision Support the school with the ongoing ancillary refurbishments 	Russell Education Trust (school owners) England Hockey	<ol style="list-style-type: none"> Partner funding and school investment for pitch resurfacing 	<ol style="list-style-type: none"> Medium Short 	<ol style="list-style-type: none"> Medium Medium

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
			is showing signs of wear and tear and is in need of refurbishment. A new sports hall is currently being built on site and this will provide changing rooms to be used by users of the AGP.		BBC Brentwood HC	2. Officer time (fees apply), school investment		
		Foot-3	The site has a sand dressed AGP that is used by local football clubs for training purposes, however the grass pitches – which are located across the road from the school – only get occasional use from Great Danes Youth, and this is likely to be due to the lack of changing facilities on site.	To support the school with the installation of portable changing facilities to attract community use on grass pitches.	Football Foundation Russell Education Trust (school owners)	Partner funding, alongside investment from the school	Short	Low
Bentley Cricket Club	Rural North	Cric-1	Flooding issues identified on the first team square, drainage improvement works required. The club also expressed aspirations to invest in new sight screens and additional perimeter fencing.	<ol style="list-style-type: none"> 1. Engage with the ECB for a pitch advisor to visit the site and identify methods to mitigate the risk of future flood damage. 2. ECB to support the club with their aspirations to invest in new equipment to improve the existing facilities. 	ECB Essex CCB Bentley CC	ECB and ECCB officer time/pitch advisor for flood prevention	<ol style="list-style-type: none"> 1. Short 2. Medium 	<ol style="list-style-type: none"> 1. Medium 2. Low
Blackmore Sports And Social Club	Rural North	Cric-2	Due to being open to the public, the site suffers from vandalism and some damage to the pitch (dog fouling, littering, etc).	<ol style="list-style-type: none"> 1. Improve signage or add CCTV to the site, to reduce vandalism 2. Seek support and guidance from the ECB regarding the improvement of maintenance 	ECB Essex CCB Blackmore Sports and Social Club	ECB and ECCB officer time/pitch advisor	<ol style="list-style-type: none"> 1. Short 2. Medium 	<ol style="list-style-type: none"> 1. Medium 2. Medium

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
		Foot-4	Drainage of the cricket pitch was identified as poor during the peak season	and refurbishment on existing drainage system	W/flowherbs CC	Capital cost for signage and CCTV		
			The site suffers from from some drainage problems and has also had recent incidents with vandalism, littering and dog fouling.	In line with the Cricket actions above, with support from Essex County FA.	Essex County FA Blackmore Sports and social Club	Football Foundation officer time, partner funding for drainage works, capital cost for signage and CCTV	Medium	Medium
Brentwood Cricket Club	A12 corridor	Cric-3	The site is home to one of the largest cricket clubs in the area and has a deficit of provision for the current level of demand	Invest in a non-turf pitch on the existing square, to add capacity for junior cricket.	Brentwood CC ECB ECCB	ECB capital grant funding for NTP	Medium	Medium
Brentwood Rugby Club	A12 corridor	Rug-1	The site is used by Brentwood Rugby Club for all of their demand and the quality of provision is standard, however the site is nearing capacity. The club access changing provision in the parks community centre, and they have current plans for upgrading the facility (to be considered as part of the potential master planning of the site)	<p>1. Seek guidance and support from the RFU to improve the maintenance regime that is currently undertaken, to increase carrying capacity at the site.</p> <p>2. Work with the club to free up access to existing pavilion and ancillary, and provide guidance and information on available funding to support their current plans of refurbishments.</p>	RFU Brentwood Rugby Club BBC	<p>1. RFU officer time, club volunteer time, additional effort to improve maintenance regime</p> <p>2. Officer time, partner funding for ancillary refurbishments</p>	<p>1. Short</p> <p>2. Medium</p>	<p>1. High</p> <p>2. Medium</p>
Brentwood School Sports Centre	A12 corridor	Foot-5	The site is not heavily used by community football clubs currently, however it does host some junior football and the AGP on site can be	Brentwood Town Youth to engage with the school to secure the existing level of community use until other options are available in the future.	Brentwood Town Youth FC Brentwood School	Officer time for community use agreement	Short	Low

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
			used for training purposes by local clubs		BBC			
Brookweald Cricket Club	Rural North	Cric-4	Central heating is required in the pavilion to satisfy the club aspirations to make it a social hub that can be accessed all year round	Refurbish the existing ancillary facility to meet the needs of the home club	Brookweald CC ECB ECCB	Capital cost for ancillary refurbishment	Medium	Low
Chelmsford Road	A12 Corridor	Foot-6	The site has been secured by Hutton FC, who have submitted planning application to develop further provision at this site and address their current issue of overplay at Polo Fields (see Foot-15). Hutton FC is a key football club in the Borough and the FA are supportive of this project.	Football Foundation and Essex County FA to support the club in the development of the site, which will allow the displacement of some of their current demand	Hutton FC Football Foundation Essex County FA Essex County Council BBC	Officer time, partner funding for development of new pitches	Long	High
Coronation Playing Fields	Rural North	Cric-5	The site suffers severely from dog fouling, littering and vandalism. The tea pavilion on site is aging and in need of refurbishment/replacement.	1. Improve signage or add CCTV to the site, to reduce vandalism 2. Refurbish the pavilion to ensure the site is fit for purpose	Mountnessing Parish Council Mountnessing CC ECB ECCB	1. Capital cost for signage and CCTV 2. Refurbishment cost for ancillary	1. Short 2. Medium	1. Medium 2. Medium
Doddington Village Hall Playing Fields	Rural North	Foot-7	The pitches on site were identified as poor as part of the assessment and require improved maintenance	Support the parish council in remedial works to the pitches and the implementation of a more robust maintenance regime	Doddington Parish Council Essex County FA Brentwood Town Youth FC	Additional maintenance effort to improve the current regime	Short	Low

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
Fairfields Recreation Ground	A12 corridor	Cric-6	The site was identified as poor, with refurbishment required on the NTP and the ancillary facilities particularly. The grass wickets were also deemed poor and therefore not suitable for competitive cricket, with a carrying capacity of 0 matches. The site has suffered to recent vandalism incidents to the ancillary facility and outfield.	<ol style="list-style-type: none"> Invest in the resurfacing/replacement of the existing non-turf pitch and the improvement of the grass wickets in order to increase carrying capacity of the site. Refurbish the ancillary facilities to ensure the site is fit for purpose Improve signage or add CCTV to the site, to reduce vandalism 	<p>Ingatestone and Fyerming PC</p> <p>ECB ECCB Ingatestone CC</p>	<ol style="list-style-type: none"> ECB capital grant funding for NTP and maintenance improvements Refurbishment costs for ancillary Capital cost for signage and CCTV 	<ol style="list-style-type: none"> Medium Medium Short 	<ol style="list-style-type: none"> High Medium Medium
Great & Little Warley Cricket Club	Rural South/A1 27 Corridor	Cric-7	The site was unused and lacking general maintenance at time of visit. However, it has been secured by Brentwood CC for future use and maintenance improvements are ongoing.	<p>ECB and ECCB to support the club to design an updated maintenance regime and ensure this is followed</p>	<p>ECB ECCB Shenfield CC</p>	<p>ECB and ECCB officer time</p> <p>Brentwood CC volunteer time</p>	<p>Short</p>	<p>Low</p>
Great Danes Youth Football Club	A12 corridor	Foot-8	The site is home to one of the largest clubs in the area, who have 7 years left in their lease and therefore the site has been identified as unsecured or long term future use. The pitches on site are of standard quality, however due to the high level of demand on site, are currently operating over	<ol style="list-style-type: none"> Engage with Great Danes Football club and owners of the site to renew the existing lease confirm a long-term community use agreement. Support the club in improving the maintenance regime that is currently undertaken, to increase the site's carrying capacity Undertake a feasibility study and secure planning permission for replacement of the existing ancillary facility with a fit for purpose pavilion. 	<p>Essex County FA</p> <p>Great Danes Youth FC</p> <p>Football Foundation</p> <p>Sport England</p> <p>England BBC</p>	<ol style="list-style-type: none"> Officer time for community use agreement FA funding for IOG maintenance review Officer time (fees apply) for feasibility study and planning for 	<ol style="list-style-type: none"> Short Short Long Long 	<ol style="list-style-type: none"> High High Medium High

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
			capacity and increased maintenance is required. The site currently has a container with changing rooms, toilets and a kitchen, which they would like to replace with a new build clubhouse. During consultation, the club expressed their aspirations to access the unused land adjacent to the existing site to develop further grass provision, as well as potentially a 3G AGP.	4. Pending agreement on long-term protection, undertake a feasibility study (in line with the wider Essex feasibility work for 3G pitches across the area) for the development of a 3G AGP on site, to address the existing deficit of appropriate provision in the Borough		a new Pavilion. Partner funding. 4. Feasibility study fees, partner funding for a new 3G AGP.		
Herongate & Ingrave Cricket Club	Rural South/A1 27 Corridor	Cric-8	The site was identified as poor as part of the assessment, with an overgrown, uneven and sloped outfield and a poor ancillary that needs upgrading. A poor quality pitch type results in a zero carrying capacity of the ground. The site also has a deficit of provision for the current level of demand.	<ol style="list-style-type: none"> 1. Engage with the club and the ECB to put in place an improved maintenance regime in order to increase the pitch carrying capacity and seek support for the refurbishment of the existing ancillary. 2. Invest in a non-turf pitch on the existing square, to add capacity for junior cricket. 	Herongate & Ingrave CC ECB ECCB	<ol style="list-style-type: none"> 1. Pitch advisor/volunteer time, costs for any additional maintenance equipment required, refurbishment costs for ancillary. 2. ECB capital grant funding for NTP 	<ol style="list-style-type: none"> 1. Medium 2. Medium 	<ol style="list-style-type: none"> 1. High 2. Low
Herongate Athletic Football Club	Rural South/A1 27 Corridor	Foot-9	The pitches are well maintained, however they suffer from drainage problems and some	<ol style="list-style-type: none"> 1. Seek support and guidance from the FA regarding the improvement of maintenance and refurbishment on existing drainage system 	Herongate Athletic Football Club	<ol style="list-style-type: none"> 1. Office time, capital cost for drainage works 	<ol style="list-style-type: none"> 1. Medium 2. Medium 	<ol style="list-style-type: none"> 1. Medium 2. Low

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
			upgrading works are required. The ancillary is showing signs of aging and is in need of refurbishment, and the site also suffers unauthorised access that causes damage to the pitches. The club also have aspirations to replace their existing training pitch (7 aside) with a 3G surface to accommodate training and mini soccer demand.	<ol style="list-style-type: none"> 2. Work in partnership with the club and the FA to refurbish the existing ancillary facilities. 3. Support the club with their current plans to install fencing to prevent further damage to the pitches 4. Undertake a feasibility study (in line with the wider South Essex feasibility work for 3G pitches across the area) for the development of a small sized 3G AGP on site to replace the current 7v7 grass training area 	Football Foundation Essex County FA Sport England	<ol style="list-style-type: none"> 2. Partner funding for ancillary refurbishments 3. Capital cost for fencing 4. Officer time and feasibility work fees, partner funding for 3G AGP 	<ol style="list-style-type: none"> 3. Short 4. Long 	<ol style="list-style-type: none"> 3. Low 4. Medium
Hutton Cricket Club	A12 corridor	Cric-9	The site has recently suffered from vandalism, damage to equipment and littering. The site also has a deficit of provision for the current high level of demand from Hutton CC adult and junior teams.	<ol style="list-style-type: none"> 1. Improve signage or add CCTV to the site, to reduce vandalism. 2. Invest in a non-turf pitch on one of the existing squares, to add capacity for junior cricket. 	Hutton CC Essex County Council BBC ECB ECCB	<ol style="list-style-type: none"> 1. Capital cost for signage and CCTV 2. ECB capital grant funding for NTP 	<ol style="list-style-type: none"> 1. Short 2. Medium 	<ol style="list-style-type: none"> 1. Low 2. High
Hutton Poplar Bowling Club	A12 Corridor	Bowls-1	The club are looking to carry out major renovation works to the changing facilities and toilets on site in order to attract new members	Support the club with their ancillary refurbishment plans	Hutton Poplar Bowling Club Bowls England	Officer time, partner funding and club investment for ancillary refurbishment	1. Medium	1. Medium
Hutton Poplars Recreation Ground	A12 corridor	Foot-10	The site as two poor pitches that are used by several teams from Hutton FC, resulting in overplay.	Improve the maintenance regime at the site, to increase the carrying capacity of all pitches	BBC Essex County FA Hutton FC	FA funding for IOG maintenance review.	1. Short	1. Medium

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
Ingatestone Bows Club	A12 corridor	Bowls-2	Refurbishments to the ancillary were identified as a requirement during site assessment	Support the club to access funding for ancillary refurbishments	Ingateston Bows Club Bows England	Additional maintenance effort to improve pitch quality Officer time, partner funding and club investment for ancillary refurbishment	1. Medium	1. Medium
Ingrave Johnston Playing Field	Rural South/A1 27 Corridor	Foot-11	No formal demand was identified at the site, however if the poor pitches on site were improved, they could accommodate some demand from Herongate Athletic, who are local to the area and are currently at capacity during the peak period.	Seek guidance and support from the Football Foundation and the FA regarding the improvement to maintenance provision	BBC Essex County FA Football Foundation Herongate Athletic FC	Officer time, FA funding for IOG maintenance review	Short	Low
King George'S Playing Fields	A12 corridor	Foot-12	The adult pitches on site are of standard quality, however they are heavily used by nine local clubs and therefore improved maintenance is required to increase carrying capacity	Improve the maintenance regime at the site to increase carrying capacity of all pitches (actions to be considered as part of the potential master-plan for redevelopment of the site)	BBC Essex County FA Football Foundation Site users	Officer time, FA funding for IOG maintenance review	Short	Medium
Larkins Playing Fields	A12 corridor	Foot-13	Brentwood Youth AFC have expressed their intentions to obtain a license to occupy the site to accommodate all of their demand, which is currently	1. Support the club with its aspirations to obtain a license to occupy the site. 2. Undertake feasibility work to determine reconfiguration of the site, including additional pitch provision and new ancillary	BBC Essex County FA Football Foundation Sport England	1. Officer time 2. BBC and FF officer time, feasibility study fees, partner funding for new	1. Short 2. Long 3. Short	1. High 2. High 3. Medium

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
			spread across several sites. If the move was the be completed, the club would like to develop further pitch provision at the site, as well as suitable ancillary provision. The site currently suffers from poor pitch quality and drainage, as well as damage to the surface due to public access.	3. Seek guidance and support from the Football Foundation and the FA regarding the improvement to maintenance provision and drainage	Brentwood Youth AFC	grass pitches and ancillary 3. Officer time, FA funding for IOG maintenance review		
Navestock Cricket Club	Rural North	Cric-10	The club have plans to replace the existing pavilion with a new build barn with new changing facilities and indoor nets. There are some issues with vandalism and cars driving on the pitch causing damage to the outfield The site is also currently operating at capacity for grass wickets, the club have recently purchased land adjacent to the existing site, which contains an artificial wicket but is not currently used for cricket due to its condition.	1. BBC and ECB to provide the club guidance and information on planning and funding for their current plans of replacing the existing ancillary, including the provision of new indoor training facilities. 2. Improve signage or add CCTV to the site, to reduce vandalism, and explore the possibility of installing pitch perimeter fencing. 3. Seek support, guidance and funding from the ECB and ECCB for the development and maintenance of the recently acquired second ground to ensure it is fit for purpose and up to a suitable standard to accommodate some of the current adult demand, and potentially some junior demand in the future.	Navestock Parish Council BBC Navestock CC ECB ECCB	1. Partner funding for ancillary provision and training facilities 2. Capital cost for signage and CCTV	1. Long 2. Short 3. Long	1. High 2. Low 3. Medium
Old Brentwoods Sports Club	Rural North	Cric-11	The club have plans to redevelop the clubhouse to accommodate additional	1. Refurbish the existing ancillary facility to improve the overall quality of provision at the site.	Society of Old Brentwoods ECB	1. Refurbishment costs for ancillary	1. Medium 2. Short	1. Medium 2. Low

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
			changing facilities, including female provision. Funding is also required by the club to purchase a new outfield mower and electronic board.	2.ECB and ECCB to advise the club and provide information on funding opportunities available for maintenance equipment and ground improvements.	ECCB	2.ECB and ECCB officer time and club funding for mower and electronic board		
		Foot-14	In addition to ancillary renovations mentioned above, and due to the site being key for football in the area and heavily used by local clubs, the possibility of installing at 3G AGP at the farmland surrounding the site should be explored.	1.Football Foundation to work together with the ECB and the club to support the refurbishment of the existing ancillary for the benefit of football and cricket teams using the site 2.Undertake a feasibility study (in line with the wider Essex feasibility work for 3G pitches across the area) for a new 3G AGP on site to address the current issue of overlay and to be accessible to the wider community.	Society of old Brentwoods Football Foundation Essex County FA Sport England	1. Officer time, refurbishment costs 2. Officer time, feasibility study fees	1. Medium 2.Short	1. Medium 2.High
		Rug-2	The site is home to Old Brentwoods RFC, who continue to grow in recent years and the two senior pitches on site –although they are of good quality – suffer from overuse due to this high level of demand. The club are currently exploring the possibility of developing further provision in the surrounding farmland, however their current priority is to upgrade the existing ancillary facility.	1.Seek technical guidance from the RFU and undertake feasibility work for the installation of additional grass provision or a full sized WR22 3G AGP in the surrounding land. 2. In line with the football and cricket actions, RFU to support the club with the current ancillary refurbishments	Society of Old Brentwoods RFU Sport England	1. RFU Officer time, feasibility study fees 2. Refurbishment costs for ancillary	1. Short 2. Medium	1. High 2. Medium

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
Polo Fields	A12 Corridor	Foot-15	The site is used by Hutton FC and is currently operating at capacity, however the club have secured a parcel of land on Chelmsford Road in Shenfield that they are looking to develop into further provision (see Foot-6)	Until the development of Chelmsford Road is completed and some demand is displaced to this site, support the club to improve maintenance procedures in order to increase pitch carrying capacity.	Hutton FC Football Foundation Essex County FA BBC	Officer time, ongoing improved maintenance effort	Short	Low
Priests Lane Playing Fields	A12 Corridor	Foot-16	The site was previously used by local football clubs, it is currently closed and has been put forward as an option for residential development in the emerging local plan.	Mitigate the expected loss of grass provision through the development of replacement facilities elsewhere in the Borough. Undertake feasibility work to evaluate options for location	Landowner/ Site Developer BBC Football Foundation Essex County FA Sport England	Officer time for planning investment of off-site mitigation	Short	Medium
Seymour Field	A12 corridor	Foot-17	The parish council is currently undertaking maintenance improvements to increase carrying capacity and address the issue of overplay at the site. Application has also been submitted and approved to undertake refurbishment to the existing pavilion.	Support the parish council with the ongoing plans to improve maintenance regime and ancillary refurbishments	Ingatestone and Fynering Parish Council Football Foundation BBC	Officer time (fees apply), ongoing improved maintenance effort, partner funding for ancillary refurbishments	Medium	Medium
Shenfield Cricket Club	A12 corridor	Cric-12	The club have recently applied for funding to refurbish the changing rooms on site and install disabled access.	1. Provide the club with advice and guidance to obtain funding for ancillary refurbishments. 2. Engage with the cricket club and assist them in the procurement and development of an additional cricket square. Work with the club to	BBC Shenfield CC ECB ECCB	1. Partner funding for ancillary refurbishments	1. Medium 2. Long	1. Low 2. Medium

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
			The club have expressed their aspirations to develop the existing additional grass space at the site into further pitch provision	put in place a robust maintenance regime of the new pitch and provide access to appropriate maintenance equipment.		2. BBC (fees apply), ECB and ECCB officer time, partner funding for maintenance equipment		
South Weald Cricket Club	Rural North	Cric-13	The practice nets on site are showing signs of aging and are in need of refurbishment. The pavilion requires new electrics, which the club would like to complete within the next two years.	Seek support and guidance from the ECB and ECCB regarding the improvement of outdoor training facilities and refurbishment of ancillary	South Weald CC ECB ECCB	ECB capital grant funding for practice nets refurbishment. Capital cost for upgrade to electrics in the pavilion	Medium	Low
St Helens School	A12 Corridor	Foot-18	The site is used by Great Danes Youth and the pitches were identified as poor, with some drainage problems, as part of the site assessment.	Seek guidance and support from the Football Foundation and the FA regarding the improvement to maintenance provision and drainage	St Helens School Essex County FA Football Foundation	Officer time, school funding to improve maintenance regime	Short	Low
St Martin's School	A12 corridor	Foot-19	The site is used by two local clubs and currently has a deficit of grass provision for the current level of demand.	Support the school to improve the maintenance regime on site and increase the overall carrying capacity	St Martin's School Essex County FA Football Foundation BBC (fees apply)	Additional maintenance effort to improve pitch quality	Short	Medium
The Arena	A12 corridor	Foot-20	The site is home to two key football clubs in the area, Brentwood Town and Brentwood Town Youth, and it has been identified	1. Work with Brentwood Town and Brentwood Youth to confirm a long-term community use agreement, that will provide the clubs with security of tenure 2. Improve the maintenance regime at the site, to increase the carrying capacity of all pitches	BBC Brentwood Town and Youth Football Foundation	1. Officer time for community use agreement 2. FA funding for IOG	1.Short 2.Short 3.Long	1.High 2.Medium 3.High

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Timescale	Priority
			as unsecured for long-term future use. The first team pitch is of standard quality, however the remaining grass provision on site is poor and requires a more robust maintenance regime. The site has also been identified as a potential location for a full sized 3G pitch and the club have submitted planning permission, however uncertainty over security of tenure if preventing this project to progress	3. Pending the option above (action 1) being successful, work with the Football Foundation and support the club with their current plans for a new 3G AGP on site (actions to be considered as part of the potential master plan for redevelopment of the site and in line with the wider Essex feasibility work for 3G pitches across the area)	Essex County FA Sport England	maintenance review 3. Partner funding for a new 3G facility		
Trinity School	Rural North	Foot-21 Rug-3	The school is currently for sale and the two 7v7 pitches on site are likely to be lost	Mitigate the expected loss of grass provision through the development of replacement pitches or a 3G AGP at suitable sites in the local area. Undertake feasibility work to evaluate options for location	Trinity School and site developers Football Foundation Essex County FA Sport England	Officer time for planning investment of off-site mitigation	Short	Medium
Warley Playing Fields	A12 corridor	Foot-22	The pitches on site were deemed poor, with some damage to the surface and drainage problems. Hutton FC has junior teams playing from the site, however the, however the youth 9v9 pitch on site is	1. Seek guidance and support from the Football Foundation and the FA regarding the improvement to maintenance provision and drainage, to increase carrying capacity and address the issue of overplay	Essex County Council BBC Football Foundation Essex County FA	1. Officer time, additional maintenance effort to improve pitch quality	1. Short 2. Medium	1. Medium 2. Medium

Site	Sub-area	Action ID	Issue / opportunity	Key Action(s)	Partners	Resources	Time scale	Priority
Wash Road Playing Fields	A12 corridor	Foot-23	The pitches are well used by Hutton FC junior teams and the site is currently showing a deficit of provision for this level of demand. Increased maintenance is required to address the current issue of surface damage and increase pitch carrying capacity.	<p>1. Work with the RFU to design an updated maintenance regime and ensure that this is followed, with support provided by the RFU where required regarding expertise or materials</p> <p>2. Support the club and provide guidance and information on potential funding options for a new 3G AGP (to be considered in line with the wider Essex feasibility work for 3G pitches across the area)</p>	Hutton FC Mavericks RFC RFU BBC	2. Officer and club volunteer time for line marking, partner funding for new goals RFU technical grounds maintenance support and raw materials capital cost. Officer time, partner funding for new 3G AGP	Short	Medium

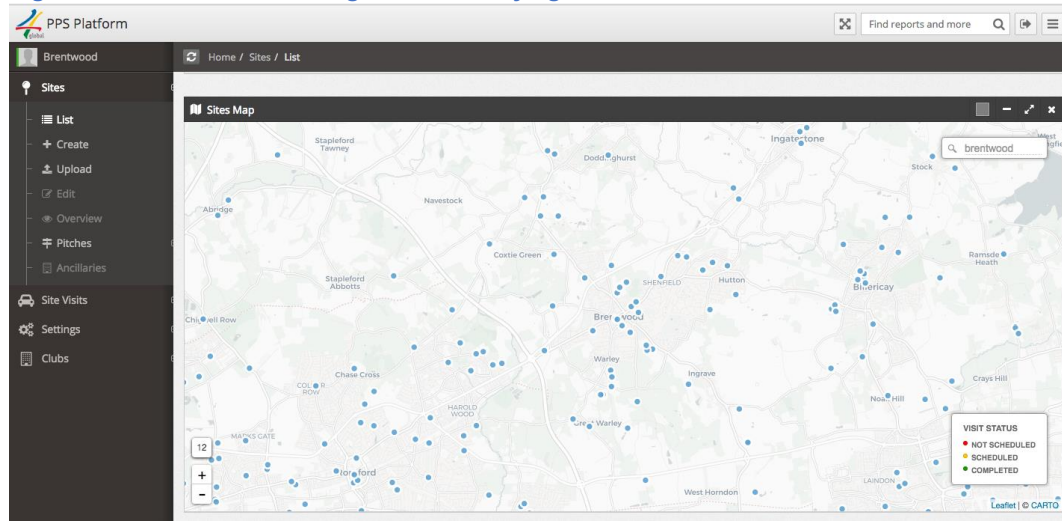
12 Delivering the Playing Pitch Strategy

- 12.1.1 To facilitate the development of sport and physical activity across Brentwood Borough, it is advised that the Steering Group, set up as part of the Playing Pitch Strategy project, continues to work together to deliver the recommendations defined as part of this strategy.
- 12.1.2 The success of a PPS will be determined by how it is used. It is recommended that the delivery of the strategy is led by the Council, with close support by the steering group that has been developed as part of this project. Further guidance is provided in Sport England's PPS Guidance in the form of the Stage E commentary and associated checklist. Further detail on how a PPS can be used is included in Technical Appendix G – Applying the Playing Pitch Strategy.
- 12.1.3 It is also recommended to explore the opportunity for BBC to work closely with the Steering Group that is expected to be set up for the delivery of the 5 South Essex local authorities' PPS and prepare a joint feasibility study. This would be pertinent due to the local authorities forming part of ASELA, working closely on strategic planning, the South Essex and Brentwood PPS having similar strategic recommendations, the proposed Dunton growth area implications and the efficiencies and benefits associated with joint working for both the Council and other stakeholders.

12.2 Keeping the PPS relevant and up-to-date

- 12.2.1 To ensure that the Playing Pitch Strategy stays relevant and continues to support stakeholders in the delivery of sport and physical activity facility investment and development, an annual review should be undertaken. This review, which if undertaken regularly will have a greatly reduced scope than the full PPS, will allow the steering group to review progress against the PPS recommendations and action plan. The review will also identify any emerging issues and apply any lessons learnt through recent development or investment projects.
- 12.2.2 Through the development of the PPS, data has been stored and analysed on the 4 global Playing Pitch Strategy Platform, which has up to date supply and demand data for pitch sports across the Borough. This data is available to Brentwood Borough Council and it is recommended that this is used as the starting point for future strategy refresh projects.

Figure 12.1 Brentwood Borough Council Playing Pitch Platform



12.2.3 In the short term, it is advised that BBCC set up an implementation group (which should be a continuation of steering group set up as part of the PPS), to co-ordinate preparation of a short-term action plan, as well as undertaking further sub-regional needs assessment for major cross-boundary development projects. The PPS has identified, on a site by site and sub-area level, the needs for pitch and ancillary provision across Brentwood Borough. Where the current level of supply does not meet the current or future needs of residents for specific sports, pitch typologies and ancillaries have been identified as requiring further capacity to meet demand.

12.2.4 In order to provide this additional capacity, guidance has been provided as to whether the steering group and partner organisations should look to;

- Enhance existing pitches to increase their capacity and ensure adequate maintenance to maintain the higher use, and/or
- Secure greater community access to sites and undertake necessary works to allow for such use to occur, and/or
- Provide new playing pitches on new sites (natural or artificial grass pitches).

12.2.5 Where the third option has been recommended, further guidance is available from Sport England and National Governing Bodies to advise on the best course of action for local authorities and delivery organisations.

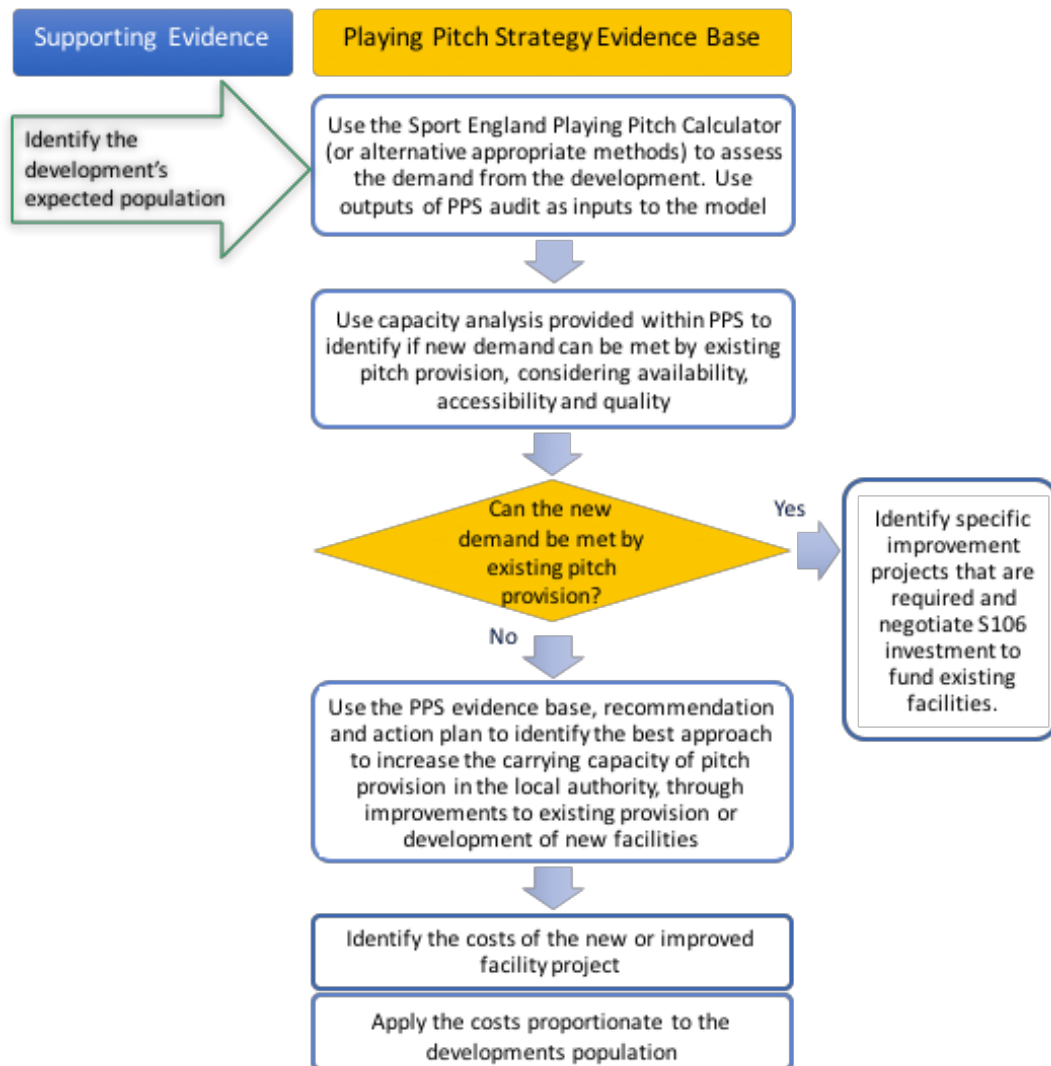
12.3 Securing additional or improved pitch provision through development

12.3.1 In addition to the specific site by site recommendations identified throughout needs assessment, it is also key that the strategy provides a clear approach to securing playing pitch provision in the case new development, or utilising planning gain and Section 106 (S106) contributions to improve the quantity or accessibility of existing provision²⁶.

12.3.2 It is important to note that for any contribution secured through S106, a clear and tailored approach is required, to demonstrate how the contribution will be used to benefit residents. Specifically, the Playing Pitch Strategy's evidence base and action plan should be used to justify the need arising from the specific development and how these are to be met.

12.3.3 The graphic overleaf and associated commentary identifies the stages that should be followed, when utilising the Playing Pitch Strategy to secure additional or improved pitch provision through development.

²⁶ Please see Sport England's CIL & Planning Obligations Advice note for further detail on recommended approaches to this matter. See the Sport England website and Appendix K of this report.

Figure 12.1 Securing additional or improved pitch provision through development


12.3.4 Although the population of a single development may not in itself generate the demand for a full pitch, it will still generate additional demand which should be quantified and be met. An example of how the Playing Pitch New Development Calculator can be used to calculate the need for new pitch provision arising from new development is included within the scenario testing section of this strategy,

SECURING ADDITIONAL OR IMPROVED PITCH PROVISION THROUGH DEVELOPMENT

12.3.5 In addition to the new or improved pitch provision that is identified in line with the process demonstrated above, the cost for maintenance of new facilities should also be sought for both on-site and off-site provision. For example, where 3G facilities are installed, the carpet will require replacement (approximately every 10 years depending on level of usage and maintenance) and costs towards a sinking fund should also be sought.

12.3.6 Given the close working proximity between BBC, Thurrock Council, Basildon Council and LB of Havering Council, especially through the Dunton Hills Garden Village and West Horndon Industrial Estate projects, there will be instances where financial contributions could be made on a cross-boundary basis, which will be dependent on the most appropriate way of meeting the needs of residents across the three local authorities. This

may include developer contributions from within Brentwood Borough funding provision in adjacent local authorities. This is likely to be particularly relevant for the Dunton Hills project, as it may be pragmatic for facilities that meet the needs of Brentwood Borough residents to be developed in the neighbouring local authorities. In this case, cross-boundary contribution will allow high quality facilities to be developed in the locations that meet the greatest need, regardless of local authority area boundary.

- 12.3.7 Where a pitch or pitches are required on-site, this may include requiring delivery through a planning policy and a masterplan approach for the whole area. This can ensure that enough suitable land is planned from the outset and provided at no cost. This is particularly important where there is a need for a large land-take associated with pitches.
- 12.3.8 Planning policy should seek to ensure that where sites are developed in phases or through multiple applications, and where the pitch provision is required on-site, that this provision is co-ordinated and delivered by the landowners/developers. In some circumstances, a single site for pitches serving all the development or all its phases can be required.
- 12.3.9 The timing and delivery of the pitches and related changing and parking facilities should be considered in relation to development phasing to achieve a balance between ensuring provision is in place in time to meet the needs of the residents, avoiding pressure being placed on existing facilities, and the financial viability of the development.
- 12.3.10 Where there are separate developments in close proximity that taken together generate a need for a whole pitch, contributions need to be made towards new provision or improving, existing pitches. For new pitches, the planning policy therefore also needs to identify where that pitch and related changing and parking facilities are to be located, how sufficient land is to be secured, and (where known) the individual developments that need to contribute to it. This also applies to where there is a need for a larger strategic site serving a large catchment. This may require the developers to provide the land on-site or for the local planning authority to identify the land through the Local Plan process.

SECURING APPROPRIATE LAND PROVISION FROM NEW DEVELOPMENT

- 12.3.11 Suitable land needs to be provided by developments, in line with the guidelines below;
- Where the investment need is for a new pitch and related changing and parking facilities to meet the demand directly generated by the population of the new development(s), then the developer is expected to meet all these costs. These include provision, maintenance and land costs
 - Where the demand is for the majority (50% or more) of a pitch and related changing and parking facilities, that is to be provided on site, suitable land will be provided by the developer at no cost, as well as the population-related proportion of the cost of the pitch
 - Where the demand is for less than 50% of a pitch and related changing and parking facilities, that is to be provided on-site, then suitable land needs to be planned into the development, however only a proportionate amount of this land will be provided for free and the remainder will need to be funded from other sources (e.g. from pooled contributions from other developments, from grants or other sources)

- Where the land cannot be provided for on-site because of proven master-planning constraints, financial viability or other relevant reasons, then the local authority may negotiate an appropriate alternative contribution, where this is S106 compliant.

IDENTIFYING THE APPROPRIATE PROVISION FOR CONTRIBUTION

12.3.12 As identified in the policy context for this document, the Council will secure developer contributions where appropriate towards future sports infrastructure to support future development in accordance with Local Plan policies and the Infrastructure Delivery Plan. Developer contributions will primarily be sought through S106 agreements, but other funding sources may also be secured where possible. The Council will continue to work with partners and infrastructure providers in order to secure improvements to sport infrastructure to meet the future needs of the District.

12.3.13 In the case of S106 contributions, the following should be noted;

- No more than five contributions may be pooled towards the provision of any single infrastructure project or type of infrastructure
- Section 106 contributions must be directly related to the development in question, however the impact of any development can affect the wider community. This means that S106 contributions can be used to deliver improvements to facilities that are located some distance away from the development, such as a local town centre or major sports facility hub site
- Development that is funded through S106 contribution should be focussed on specific projects, identified through the strategic needs assessments (such as this Playing Pitch Strategy) that have been issued by the Council.

CALCULATING CONTRIBUTIONS

12.3.14 To calculate the scale of a developer's financial contributions for the provision of pitches and related facilities, the following should be used;

- Sport England's Playing Pitch New Development Calculator should be used to assess pitch and related facilities arising from specific developments. This can be supported and evidenced by Sport England's latest facility costs for pitches and related facilities, as well as detailed feasibility work and support from qualified cost consultants
- The cost of maintenance and sinking funds, where justified, should be calculated using Sport England or NGB advice and supporting documents, however local knowledge and previous costs from similar maintenance contracts should be considered. Maintenance and sinking costs can also be provided by Sport England's 'Lifecycle Costs' (2017) however where specific and robust knowledge is available it is recommended that this is used
- Where a land cost is justified this cost will be based on the local market cost for the relevant sport/leisure land use. There may also be a need to add the cost of other local and site-specific costs (e.g. abnormal ground conditions, site access needs etc.)
- All costs should date related and inflation needs to be taken into account (e.g. if a facility is to be delivered in 3 years' time the planning condition must apply an appropriate inflation index).

12.3.15 If the PPNCD is to be used, the Council should ensure that the most recent template is used, as financial data changes regularly, and that the population profile information used for the calculator is reviewed when new population data becomes available. Further support is available from Sport England as required.

12.3.16 The scenario testing section of this report provides an example of how contributions can be calculated for new developments, using the significant Brentwood Borough associated with the Dunton Hills and West Horndon housing development projects as a case study.

ADDITIONAL NOTES

12.3.17 Following consultation with the Steering Group, the following notes are included to provide further guidance on the general principles to consider when planning on-site playing pitch provision in major new developments:

- New football pitches should be provided on large multi-pitch sites supported by appropriate changing facilities and car parking
- Small single pitch football sites should be avoided
- Provision for 3G pitches should be considered from the outset and sites should be sited and designed so that they can accommodate 3G at a later date
- New cricket pitches should only be provided where there is clear evidence that there will be a club that will use and/or manage the pitch from the outset
- New playing fields should be sited and designed so that their use is not prejudiced by adjoining sensitive uses such as residential (e.g. to address the implications of ball strike and lighting/noise associated with 3G pitches)
- The potential for new secondary schools to meet 3G pitch and cricket NTP needs should be explored at the outset
- MUGAs and tennis/netball courts should be provided as part of playing field sites or secondary school sites and should be designed for meeting club needs including the provision of floodlighting
- New schools that provide facilities that will help meet community needs should have community use secured through formal agreements
- Management options for managing new outdoor sports sites should be considered at the outset including management by community sports clubs and community sports trusts as well as conventional options.
- Provision should be made for the long term maintenance of new sites

13 Glossary of terms

13.1.1 In order to fully understand the Playing Pitch Strategy, 4global have created a glossary detailing key terms and phrases mentioned throughout. The glossary is detailed below, along with appropriate definitions;

ACRONYMS

- **3G AGP:** Third Generation Artificial Grass Pitch
- **4g:** 4global Consulting
- **AGP:** Artificial Grass Pitch(es)
- **APS:** Active People Survey(s)
- **CC:** Cricket Club
- **CIL:** Community Infrastructure Levy
- **CSP:** County Sports Partnership
- **ECB:** England and Wales Cricket Board
- **EH:** England Hockey
- **FA:** Football Association
- **FC:** Football Club
- **FE:** Further Education
- **GIS:** Geographical Information Systems
- **HC:** Hockey Club
- **HE:** Higher Education
- **IOG:** Institute of Groundmanship
- **JFC:** Junior Football Club
- **LDF:** Local Development Framework
- **LMS:** Last Man Stands
- **NPPF:** National Planning Policy Framework
- **PPS:** Playing Pitch Strategy
- **PQS:** Performance Quality Standard
- **RFU:** Rugby Football Union
- **RLFC:** Rugby League Football Club
- **RUFC:** Rugby Union Football Club
- **S106:** Section 106 Agreement
- **U:** Under.

PHRASES

13.1.2 **Carrying capacity** is the amount of play a site can regularly accommodate (in the relevant comparable unit) for community use without adversely affecting its quality and use. This is typically outlined by the NGB.

13.1.3 **Casual use or other use** could take place on natural grass pitches or AGPs and include:

- Regular play from non-sports club sources (e.g. companies, schools, fitness

classes)

- Infrequent informal/friendly matches
- Informal training sessions
- More casual forms of a particular sport organised by sports clubs or other parties
- Significant public use and informal play, particularly where pitches are located in parks/recreation grounds.

13.1.4 **Displaced demand** generally relates to play by teams or other users of playing pitches from within the study area (i.e. from residents of the study area) which takes place outside of the area. This may be due to issues with the provision of pitches and ancillary facilities in the study area, just reflective of how the sports are played (e.g. at a central venue for the wider area) or due to the most convenient site for the respective users just falling outside of the local authority/study area.

13.1.5 **Future demand** is an informed estimate made of the likely future demand for pitches in the study area. This is generally based on the most appropriate current and future population projections for the relevant age and gender groupings for each sport. Key trends, local objectives and targets and consultation also inform this figure.

13.1.6 **Latent demand** is demand that evidence suggests may be generated from the current population should they have access to more or better provision. This could include feedback from a sports club who may feel that they could set up and run an additional team if they had access to better provision.

13.1.7 **Match equivalent sessions** is an appropriate comparable unit for pitch usage. For football, rugby union and rugby league, pitches should relate to a typical week within the season and one match = one match equivalent session if it occurs every week or 0.5 match equivalent sessions if it occurs every other week (i.e. reflecting home and away fixtures). For cricket pitches it is appropriate to look at the number of match equivalent sessions over the course of a season and one match = one match equivalent session.

13.1.8 **National Governing Body of Sport (NGB)** - typically these are independent, self-appointed organisations that govern their sports through the common consent of their sport. Sport England has a recognition process for NGBs that aims to identify a single lead NGB structure which governs a sport at UK, GB or home country level.

13.1.9 **Overplay** is when a pitch is used over the amount that the carrying capacity will allow, (i.e. more than the site can accommodate). Pitches have a limit of how much play they can accommodate over a certain period of time before their quality, and in turn their use, is adversely affected.

13.1.10 **Secured Community Use** - these pitches will be managed as either; a 'play & play' site by the local authority or leisure trust, by a specific sports club or

Parish Council, or by an education establishment with secure community-use agreements in place.

- 13.1.11 **Spare capacity** is the amount of additional play that a pitch could potentially accommodate in addition to current activity. There may be reasons why this potential to accommodate additional play should not automatically be regarded as actual spare capacity, for example, a site may be managed to regularly operate slightly below its carrying capacity to ensure that it can cater for a number of friendly matches and training activity. This needs to be investigated before the capacity is deemed actual spare capacity.
- 13.1.12 **Team Generation Rate** - ratio between the number of teams within a defined area, and the total population within a given age range for that area.
- 13.1.13 **Unmet demand** is demand that is known to exist but unable to be accommodated on current supply of pitches. This could be in the form of a team with access to a pitch for matches but nowhere to train or vice versa. This could also be due to the poor quality and therefore limited capacity of pitches in the area and/or a lack of provision and ancillary facilities which meet a certain standard of play/league requirement. League secretaries may be aware of some unmet demand as they may have declined applications from teams wishing to enter their competitions due to a lack of pitch provision which in turn is hindering the growth of the league.
- 13.1.14 **Unsecured Community Use** - these are pitches that are currently used or available for community-use, however there is no secure management/usage agreement in place.

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Brentwood Borough Council Built Facilities Strategy – Full Analysis

4global Consulting  *Welcome to the*
BRENTWOOD CENTRE

October 2018
Draft Version: 2



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4 global Consulting Terms of Reference

It is not possible to guarantee the fulfilment of any estimates or forecasts contained within this report, although they have been conscientiously prepared on the basis of our research and information made available to us at the time of the study.

The author(s) will not be held liable to any party for any direct or indirect losses, financial or otherwise, associated with any contents of this report. We have relied on a number of areas of information provided by the client, and have not undertaken additional independent verification of this data.

1 Introduction

- 1.1.1 Brentwood Borough Council has commissioned 4global Consulting to prepare a Built Sports Facility Strategy, to provide the Council with a clear evidence base and set of recommendations for future sports facility development across the Borough.
- 1.1.2 A Built Facilities Strategy (hereafter referred to as 'BFS') is a strategic assessment that provides an up to date analysis of the supply and demand of built sports facilities across a local authority. Given the breadth of sports and physical activity undertaken in the Brentwood Borough (referred to interchangeably as Brentwood Borough and the 'local authority' throughout this report), as well as the intention of the Council to incorporate as many types of sports and physical activity as possible, the assessment will focus on the following facility types;
- Indoor swimming pools
 - Sports halls
 - Health and fitness suites
- 1.1.3 The assessment will also consider squash facilities and gymnastics facilities as part of the recommendations and action plan section.
- 1.1.4 The main drivers identified by Brentwood Borough Council for undertaking a BFS were:
- To provide an updated indoor facility evidence base to support the Local Plan.
 - To update and revise the previous indoor facility strategy, which was not completed or signed off by Sport England.
 - To provide key recommendations for indoor facility development to support the current and future demand for indoor sport provision aligned to the local priorities for sport, leisure health and wellbeing of BBC.
- 1.1.5 It should be noted that in parallel to the BFS, the Council has also commissioned 4global Consulting to undertake a Playing Pitch Strategy (PPS), to provide a strategic analysis of grass pitch supply and demand across the study area.
- 1.1.6 In conjunction with the PPS, the BFS will provide a holistic analysis of sports facilities across the study area, leading to a comprehensive set of recommendations for the future development of facilities, in line with the demands needs of local residents.

1.2 Project Scope and Objectives

- 1.2.1 To provide Brentwood Borough Council (hereafter referred to as 'BBC' or 'the Council') with a clear set of recommendations and a deliverable action plan, the BFS will provide the following high-level outputs:
- A clear understanding of the current and future supply and demand issues for key sporting facilities, in terms of quantity, quality and accessibility;
 - Identification of recommendations and priorities to assist the Council and key

stakeholders in the delivery of sporting outcomes for the area;

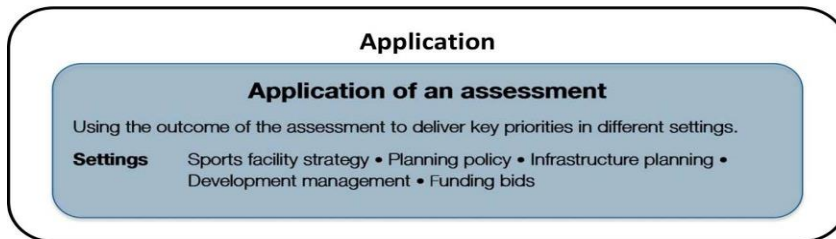
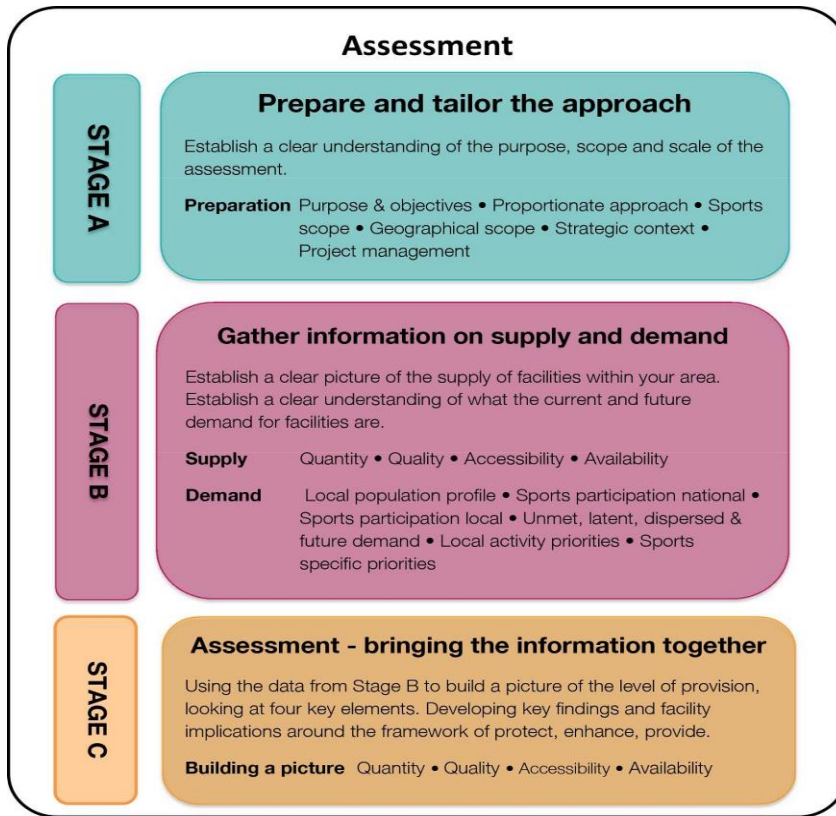
- Identify local needs and aspirations through a series of consultations at a national, regional and local level; and
- Recommend standards of provision (quantity, quality and accessibility) in accordance with NPPG and NPPF.

1.2.2 In addition to the purpose-built leisure facilities identified in the introduction, education facilities and community assets, such as community halls, will also be considered as part of the scope.

2 Methodology

- 2.1.1 To ensure that the BFS is in with industry best practice, the strategy has been developed using the Sport England Assessing Needs and Opportunities (ANOG)¹ guidance, published in 2014. In line with the ANOG guidance, a proven methodology has been used, as illustrated in Figure 2.1 below.
- 2.1.2 The findings in this report are based on data collected from several credible sources, including but not limited to;
- Local authority and public policy strategic documentation;
 - Sport England tools, including the Facility Planning Model (FPM), Active Places Power, the Active People Survey/Active Lives and the Sports Facility Calculator;
 - Stakeholder consultation, including BBC Officers and Members, Sport England, Active Essex, Relevant National Governing Bodies of Sport, key user clubs; and
 - Site visits, undertaken at all strategically important sites across the study area.

Figure 2.1: ANOG methodology (Sport England Guidance, 2013)





Strategic Context



3 Strategic Context

3.1 Brentwood Borough

- 3.1.1 The Borough of Brentwood is located in Essex, East of England, with the local authority sharing borders with Epping Forest District, to the north west, Chelmsford, to the north-east, and Basildon, to the south east. The Borough is home to 78,000 people² and has an area of 153 square kilometers. Brentwood is the largest settlement within the Borough, with a population of 50,000³ itself, and the remaining settlements in the Borough are smaller villages and hamlets.
- 3.1.2 Brentwood is located within the London Arc, and is well served with rail and road networks, to the west of borough is the M25, with the A12 and A127 running through Brentwood. There are four rail stations located in the Borough, with direct lines to Liverpool Street and Southend-on-Sea. As a consequence, the majority of the population commute into London for work. There are approximately 20,060⁴ people commute out of Brentwood for work, with Westminster being the most popular destination. Around 17,000 people commute into Brentwood for work⁵. There is potential here for a large amount of the transient demand (work place demand) to be converted into actual demand for leisure and indoor facilities within Brentwood, due to the tradition patterns of gym usage occurring after work hours, for example.
- 3.1.3 The surrounding area has significant impact upon leisure facilities within Brentwood. Situated in Basildon (9 miles from Brentwood Town Centre) is the Basildon Sporting Village, which has a 100-station gym, along with two swimming pools and numerous indoor sports halls which cater for variety of exercise programmes. The traditional indoor facilities are also accompanied with outdoor facilities such as a climbing wall and athletics stadium. The Chelmsford Sport and Athletics Centre is situated in Chelmsford (12 miles from Brentwood Town Centre) and is home to numerous indoor facilities. Due to the level of provision at both sites, along with other sites in the area, it is expected that these areas supply significant competition to indoor leisure facilities in Brentwood.
- 3.1.4 Despite the area expanding with recent residential developments, there are still large areas of open space and woodland present within the borough such as Shenfield Common, Hartswood and Thorndon Country Park. Shenfield Common has significance here, as it is situated less than one mile from town centre shops.
- 3.1.5 Brentwood has a large range of facilities available to the community. The largest of which is the Brentwood Centre; consisting of multiple swimming pools and gym spaces as well as multi-purpose and dedicated sport and exercise studios such as a MMA half-circle,

² ONS Population Data (2014)

³ <http://www.brentwood.gov.uk/pdf/10112009103817u.pdf>

⁴ <http://www.brentwood.gov.uk/pdf/29012018122226000000.pdf>

⁵ <http://www.brentwood.gov.uk/pdf/29012018122226000000.pdf>

weight lifting and a multi-sensory room. This is a well-balanced and very popular facility for the residents of Brentwood.

3.2 Planning Policy Introduction

3.2.1 There are a number of key national and local strategies and policies which inform and influence the development of these strategies. These national policies inform the approach to current and future provision of sports facilities, linked to health improvement, increased participation, and the appropriate levels of provision of facilities to meet local needs. From a planning perspective, the national agenda makes the link between national planning policy, a Local Plan and population growth at local level, and the need to plan for increased demands for infrastructure and provision, linked to Protect, Enhance and Provide; these are the key elements of the National Planning Policy Framework (NPPF). This will be explained further in the following sections.

3.3 National Planning Policy

NATIONAL PLANNING POLICY FRAMEWORK (NPPF)

3.3.1 The National Planning Policy Framework (NPPF) sets out the requirement of local authorities to establish and provide adequate and proper leisure facilities to meet local needs. Paragraphs 73 and 74 outline the planning policies for the provision and protection of sport and recreation facilities⁶:

3.3.2 *“Access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and well-being of communities. Planning policies should be based on robust and up to date assessments of the needs for open space, sports and recreation facilities and opportunities for new provision. The assessments should identify specific needs and quantitative or qualitative deficits or surpluses of open space, sports and recreational facilities in the local area. Information gained from the assessments should be used to determine what open space, sports and recreational provision is required”.*

3.3.3 Existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless:

- An assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements; or
- The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location; or

⁶ <https://www.sportengland.org/facilities-planning/planning-for-sport/playing-fields-policy/>

- The development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss.”

PROTECTION, ENHANCEMENT AND PROVISION OF FACILITIES

3.3.4 The key drivers for the production of the strategy as advocated by Sport England are to protect, enhance and built sports facilities, as follows:

- **Protect** sports from loss as a result of re-development
- **Enhance** existing facilities through improving their quality, accessibility and management
- **Provide** new facilities that are fit for purpose to meet demands for participation now and in the future.

3.3.5 More information regarding Sport England’s Planning Aims and Objectives please follow: <https://www.sportengland.org/facilities-planning/planning-for-sport/aims-and-objectives/>

3.4 Regional Planning Policy

3.4.1 Essex County Council provides a series of strategies and policies for the region, setting out integrated economic, environmental and social objectives for the regions development for years to come. Notably, The Vision for Essex sets out long-term aspirations for the county till 2035⁷.

3.4.2 Major aspirations and strategic aims for 2017-2021⁸ can be filtered down to 3 main areas. All these areas are interlinked and closely related, many of which have overlapping underlying aims:

ECONOMIC DEVELOPMENT AND GROWTH:

- Support the community by helping to increase their skills and allow them to prosper
- Enable Essex to attract and grow large firms in high growth industries
- Limit cost and drive growth in revenue.

SOCIAL DEVELOPMENT:

- Help keep vulnerable children safer and enable them to fulfil their potential

7

<http://uttlesford.moderngov.co.uk/Data/Locality%20Board/201706261600/Agenda/Document%201.pdf>

⁸ https://www.essex.gov.uk/Documents/Organisation_Strategy.pdf

- Enable more vulnerable adults to live independent of social care
- Help to secure stronger, safer and more neighbourly communities
- Facilitate growing communities and new homes in local areas.

HEALTH:

- Reducing the gap in life expectancy
- Promoting independence in the elderly and vulnerable adults
- Reduce the need for hospital admissions or formal care services by delivering community based solutions.
- Help people live longer, by ensuring targeted health checks and health programmes are available to those most at risk of heart disease, stroke and diabetes.

3.4.3 Essex County Council benefits from working alongside and in partnership with many different organisations and plans. Some of these partnerships have shaped the type of council Essex are today and the strategies and plans they implement. Notably:

- Essex County Council supported the South East Local Enterprise Partnership in its submission in 2014 of the Strategic Economic Plan (SEP) to government with the hope of securing a share of the governments Single Local Growth Fund
- The Economic Plan for Essex (EPfE) has provided the county's content for the SEP. The EPfE is continuously revised and refreshed to ensure there is a consistent and relevant pipeline of economic growth projects that will support the delivery of economic growth across the county.
- The Essex Co-operation Framework describes the principles that guide the work from The Essex Partnership, a collaboration of representatives of the many organisations that deliver services to the people of Essex.

3.4.4 The Essex Sports Facility Strategy, currently in operation for the next 3 years, recognises the need for provision of appropriate quality and quantity of sports facilities in the area in order to increase participation. The aim is to ensure that opportunities for sport are offered through the planned provision, design and management of a full range of facilities to accommodate for the growing population. The Essex County Sports Partnership (Active Essex) are at the heart of the delivery system for community sport and for this strategy.

3.5 Local Planning Policy – Brentwood Borough Draft Local Plan⁹

- 3.5.1 The Local Plan sets out a vision and framework for development in the Borough for the next 15 years (until 2033). It addresses needs and opportunities across a number of themes, including housing, specialist accommodation and employment. The Local Plan for Brentwood borough is currently under construction and in draft edition, and is expected to be submitted and examined by Spring 2018.
- 3.5.2 The replacement local plan, 2005, consists of a number of documents and pieces of evidence, however this document is being superseded by the Draft Local Plan that is currently under production. The Brentwood Borough Council Draft Local Plan sets out the approach to bring forward the development of community facilities, and to balance the demand for housing and sporting facilities on prioritizing land and development plans. The policy states;
- 3.5.3 " The Council recognises that it is essential for the Plan to be supported by a comprehensive approach to infrastructure planning to ensure that new communities are supported by the right range of services and facilities at the right time, such as schools, transport, healthcare, places for sport and leisure and community facilities. Our Infrastructure Delivery Plan (IDP) accompanying this consultation document, includes extensive information on the current levels of infrastructure provision and forecasts needs linked to development pressures, across a number of key topic areas."
- 3.5.4 The Council will therefore ensure that a range of community facilities are provided to meet existing and forecast demand by;
- Protect and nurture existing leisure, cultural and recreational assets such as the Borough's County Parks for residents and visitors to the Borough and promote and enhance social inclusion, health and wellbeing.
 - Secure the delivery of essential infrastructure, including education, health, recreation and community facilities to support new development growth throughout its delivery.
- 3.5.5 With regards to housing; the Council emphasise the intent to protect the Green Belt wherever possible, prioritising brownfield sites to be developed on or converted into green space. The Plan is very much focused on creating a new well-connected community which is recognised for its high quality place marking, range of services and facilities, sustainability and culture of innovation. The plan contains detailed plans for each area type: Greenfield land, Green belt land and brownfield land.
- 3.5.6 The Council does not currently utilise a CIL system to allocate investment for the development of community facilities. However, it is planned for this to be put in place

⁹ <http://www.brentwood.gov.uk/pdf/08022016165904u.pdf>

following the completion of the Infrastructure Delivery Plan (IDP) and Viability Assessments that are currently being compiled. In line with the Leisure Strategy that was being drafted at the time of writing this report, the Council will continue to strategically maximise developer contributions through the use of section 106 funding.

- 3.5.7 As part of the Sustainability Appraisal (Stage 3 of the site assessment process in the Draft Local Plan 2013-2033¹⁰), any site development that may result in the loss of sport and physical activity provision will be assessed, specifically in terms of the required mitigation, if the site is put forward for allocation.

3.6 Sports and Physical Activity Strategic Context

- 3.6.1 The Council has previously and will continue to work with Sport England, as a statutory consultee on planning applications affecting playing fields and built sports facilities. To avoid potential objections and delays at a later date if such sites are allocated for development which may affect the delivery of the allocations, discussions are taking place prior to site allocations and policies being confirmed in the pre-submission version of the Local Plan.
- 3.6.2 Sport England will oppose the granting of planning permission for any development which would lead to the loss of, or would prejudice the use of:
- All or any part of a playing field, or
 - Land which has been used as a playing field and remains undeveloped, or
 - Land allocated for use as a playing field.
- 3.6.3 Unless, in the judgement of Sport England, the development as a whole meets with the one or more of five specific exemptions. To find details of these specific exceptions, along with further information regarding sport England statutory role on developments, please follow the link: <https://www.sportengland.org/media/12940/final-playing-fields-policy-and-guidance-document.pdf>.

3.7 Sports and Physical Activity Policy and Strategy Review

- 3.7.1 The following section provides a policy review of all strategic documentation that is relevant to this strategy, including the most recent national strategic documentation for sport and leisure, as well as relevant local government documentation and strategic planning work.

¹⁰ <http://www.brentwood.gov.uk/pdf/08022016165904u.pdf>

A NEW STRATEGY FOR SPORT – DEPARTMENT FOR CULTURE, MEDIA AND SPORT

- 3.7.2 The Department for Culture, Media and Sport, following a consultation paper in 2015, launched the new strategy 'Sporting Future: A new Strategy for an Active Nation' in 2016. The development of the new strategy reflects a need to re-invigorate the nation's appetite for participation in sport following what appears to be a significant reduction in participation (highest profile being swimming), following the upsurge after the 2012 London Olympics.
- 3.7.3 The sport strategy is targeting five outcomes which each sports organisation, public or private sector, will be measured against:
- Physical wellbeing
 - Mental wellbeing
 - Individual development
 - Social and community development
 - Economic development.
- 3.7.4 Government funding will go toward organisations which can best demonstrate that they will deliver some or all the five outcomes.
- 3.7.5 The Delivery of the outcomes will be through three broad outputs;
- More people from every background regularly and meaningfully taking part in sport and physical activity, volunteering and experiencing live sport
 - A more productive, sustainable and responsible sports sector
 - Maximising international and domestic sporting success and the impact of major sporting events.

SPORT ENGLAND STRATEGY 2016 - 'TOWARDS AN ACTIVE NATION'

- 3.7.6 The Vision for this Strategy is: 'We want everyone in England regardless of age, background or level of ability to feel able to engage in sport and physical activity. Some will be young, fit and talented, but most will not. We need a sport sector that welcomes everyone – meets their needs, treats them as individuals and values them as customers'.
- 3.7.7 The Sport England Strategy 'Towards an Active Nation' puts the policies set out in 'A new Strategy for an Active Nation' into practice. This will mean significant change for Sport England and for their partners.
- 3.7.8 This strategy sets out Sport England will deliver this task. The key changes Sport England will make are:
- Focusing more money and resources on tackling inactivity because this is where the gains for the individual and for society are greatest

- Investing more in children and young people from the age of five to build positive attitudes to sport and activity as the foundations of an active life
- Helping those who are active now to carry on, but at lower cost to the public purse over time. Sport England will work with those parts of the sector that serve the core market to help them identify ways in which they can become more sustainable and self-sufficient
- Putting customers at the heart of what we do, responding to how they organise their lives and helping the sector to be more welcoming and inclusive, especially of those groups currently under-represented in sport
- Helping sport to keep pace with the digital expectations of customers
- Working nationally where it makes sense to do so (for example on infrastructure and workforce) but encouraging stronger local collaboration to deliver a more joined-up experience of sport and activity for customers
- Working with a wider range of partners, including the private sector, using our expertise as well as our investment to help others align their resources
- Working with the sector to encourage innovation and share best practice particularly through applying the principles and practical learning of behaviour change.

BRENTWOOD BOROUGH COUNCIL PHYSICAL ACTIVITY AND SPORT PROFILE

3.7.9 Adult participation in sport and active recreation has increased from 65.2% in 2016 to 67.6% in 2017, and there has been no change in activity for this year. This indicator is the percentage of the adult population participating in sport and active recreation, at moderate intensity, for at least 30 Minutes on at least 12 days out of the 4 weeks (Active People Survey, Sport England). The study area compares well to the national percentage of 61.8%. The authority, along with Active Essex and Sport England, aim to continue to improve these statistics through:

- Maximising opportunities for sport and physical activity to work with commissioners of health, social care, young people's service and community safety
- Developing a strategic approach for sports facilities and opportunities based on need and evidence
- Capitalise on opportunities to work with NGB's
- Provide opportunities for young people through Sportivate, School Games; and working with the HE and FE sectors.

3.8 Policy Review

3.8.1 The following sections summarise the key policies and strategies that are relevant to this project but do not fall under the previous planning policy review.

BRENTWOOD BOROUGH COUNCIL CORPORATE PLAN 2016-2019

3.8.2 At the time of writing this report, the present corporate plan is still relevant. This updated plan builds on the themes identified within the previous issue and commits the council to delivering a new local development plan that will shape the way the borough will change over the next 15 years. The key overarching priorities highlighted are:

- Environment and Housing Management
- Community and Health
- Economic Development
- Planning and Licensing
- Transformation

BRENTWOOD ECONOMIC STRATEGY 2017-2020¹¹

3.8.3 The strategy provides a framework to direct economic development and growth for Brentwood Borough and to bring economic benefits to businesses and residents. Ultimately supporting an improved quality of life for those who live and work in Brentwood.

3.8.4 The key economic aims for the vision are to:

- Promote a mixed economic base and a discerning and sustainable approach to economic growth
- Encourage high value, diverse, employment uses that will provide a significant number of skilled and high quality jobs.
- Encourage better utilization, upgrading and redevelopment of existing land and buildings
- Enable the growth of existing business, the creation of new enterprises and encourage inward investment.

3.8.5 This strategy also ties in well with the Local plan draft, mentioned above, through:

- Fostering a prosperous, vibrant and diverse local economy by attracting new commercial investment to maintain high and stable levels of economic and employment growth.

¹¹ <https://brentwood.moderngov.co.uk/documents/s11235/Appendix%20A.pdf>

ACTIVE ESSEX CHANGING 1 MILLION LIVES¹²

- 3.8.6 The key mission is to get one million people active by driving and sustaining participation in physical activity and sport. Working with key partners to create opportunities and resources to achieve this, reducing inactivity and developing positive attitudes to health and wellbeing in communities across greater Essex.
- 3.8.7 Four key principles are outlined within the strategy are:
- Getting children and adults activity/more active, by driving and sustaining participation in regular physical activity and sport. Looking to combat figures such as one in five adults currently do less than 30 minutes' exercise per week.
 - Improving outcomes for people's long term health and wellbeing through reaching out to the specific groups which are most likely to be inactive and under- represented in both physical activity and sport.
 - To maximise potential along with supporting local clubs and organisation, that are voluntary in their nature, about their coaches, officials and talented athletes within performance pathways.
 - Strengthening the Active Essex network of local partners in each of the local authorities, to better support the roll out of 14 local plans in these areas.
 - One of the key considerations for this strategy is the developments at Hadleigh Park, turning it into a world class outdoor sports and leisure venue, with an Olympic mountain bike course at its heart.
- 3.8.8 They key priorities for Active Essex can be summarised as:
- Drive and Sustain Participation
 - Improve Health and Wellbeing
 - Develop individuals and Organisations
 - Strengthen Localities, Communities and Networks.

BRENTWOOD BOROUGH COUNCIL HEALTH AND WELLBEING STRATEGY (2017-2022)¹³

- 3.8.9 The strategy has been produced in conjunction with the Brentwood Health and Wellbeing Board, along with both County and Borough Council services. The strategy sets out the key principles that the board will pursue over the next 5 years.
- 3.8.10 The vision for the authority with regard to Community and Health is around:

¹² <https://www.activeessex.org/wp-content/uploads/2017/06/Active-Essex-Changing-1-Million-Lives-Strategy.pdf>

¹³ <https://brentwood.moderngov.co.uk/documents/s12535/Appendix%20A.pdf>

- Encourage thriving and engaged communities
- Make Brentwood a Borough where people feel safe, healthy and supported
- Provide effective representation of local people's views and needs for improved and accessible health services
- Support businesses, safe-guard public safety and enhance standards locally
- Work with partners to reduce anti-social behaviour and ensure that Brentwood is a safe place to live.

3.8.11 Furthermore, over recent years' mental health and wellbeing has become an area of focus within Brentwood. It is estimated that roughly 7,209 Brentwood residents aged 18-64 are living with a mental health problem. Although the proportion of people with a mental health problem in Brentwood is better than the national average, it is believed that mental health problems are often underreported. In addition to this, a large proportion of older people diagnosed with mental health problems are related to dementia.

3.8.12 To summarise the key priorities identified in the strategy:

- **Ageing Well** – Ageing is more widely viewed as a positive concept and it's about ensuring that when we are older we have lives that have value, meaning and purpose. Although we cannot aspire to resolve all these challenges, we will aim to focus our attention on some core areas for improvement and to help the local residents to age well.
- **Tackling Obesity and Improve Physical Health** – Obesity continues to pose a serious threat to health and wellbeing and is seen as an increasing burden on public services. Regular, physical activity is associated with increased life expectancy and reduced risk of coronary heart disease, stroke, diabetes, hypertension, obesity, and osteoporosis. As part of its commitment to improve health and wellbeing and to assist local residents in becoming healthier and active, local partners will focus their efforts on a work programme that will promote more physical and recreational activities amongst local residents.
- **Mental Health and Wellbeing** - The concept of mental health and wellbeing is not yet sufficiently reflected in the planning, development and everyday delivery of public services. Feelings of contentment, enjoyment, self-confidence, positive self-esteem and engagement with daily living are all a part of mental health and wellbeing. With the growing of number with dementia and mental health conditions, we must continue to work to support those in need and help build self-resilience to cope

3.9 Brentwood's Sport, Leisure and Open Space Assessment Report (2016)

3.9.1 Following the completion of this Assessment Report, it was advised by Sport England that further work be completed to provide the Council with a more robust evidence base in which to inform future decision on new facilities, particularly at the Brentwood Centre. The following recommendations were made in order to update the previous needs analysis:

- A site-by-site analysis with key deliverables, including priority projects for investment.
- Spatial analysis across the borough based on current and future demand, to ensure all the needs of borough residents is met.
- Greater engagement with education providers and providers in neighbouring authorities for access to all forms of provision.

3.10 Brentwood Borough Council Leisure Strategy (2018-2028)¹⁴

3.10.1 The council needs to ensure that its sport and leisure facilities will be sustainable in the future and broaden their impact on improving community health. The strategy focus is on its leisure facilities being high quality, accessible, affordable and sustainable in the future.

3.10.2 The council needs to reduce its expenditure, and as the provision of sport and leisure is a non-statutory service, it would like to get to the point where any leisure provision is at a minimum a nil cost to the council.

3.10.3 The Council needs to ensure that its built facilities are fit for purpose and future proof and the Council will need to target it funding appropriately. It needs to ensure that its running costs are kept to a minimum through efficient service provision whilst income levels must grow – reducing net cost further still.

3.10.4 The Council will focus on: Brentwood Centre:

- Enhance the Brentwood Centre as a venue for events to attract high quality events and acts.
- Capitalise on the location of the Centre and make it a focus for Sport, Health, Football and Mental Health provision.
- Consider alternative management options for Brentwood Centre.
- Focus on increasing leisure centre attendance levels leading to improved public health, as well as a more financially sustainable service.

¹⁴ <https://brentwood.moderngov.co.uk/documents/s13171/Appendix%20A.pdf>

- Ensure that the Brentwood Leisure Centre follows health and fitness trends to be more attractive to target groups, providing activities that will ensure sustained use and customer growth.
- Use insight led, effective, targeted marketing to develop a larger customer base.

3.10.5 Pavilion in King George’s Playing Fields:

- Look at creating a ‘Park Hub’ that includes sports provision, family provision, café/retail provision and conferencing/event provision to maximise community usage
- Undertake feasibility study to identify viability.

3.10.6 Community Halls:

- Renegotiate lease with Brentwood Leisure Trust.
- Undertake external condition survey to ascertain future costs and viability of the halls.
- Align with the Council’s Asset Management Strategy to maximise income to the Council.
- Explore options for Community Asset Transfer.

3.10.7 New developments

- Explore opportunities for joint use and maximising developer contributions.
- Explore opportunity to create indoor play facility i.e. to make King George’s Playing Fields an all-season destination for play.

3.11 Population and Demographic Analysis

3.11.1 The current and future population profile within the Borough of Brentwood and the locations of population growth are important to understand in planning for the future provision of sport and physical activity.

3.11.2 Table 3.1 below provides a summary of the key population and demographic trends the Borough of Brentwood. It should be noted that this data is consistent with that used across the Playing Pitch Strategy as well as the wider strategic planning work currently being undertaken by the Council.

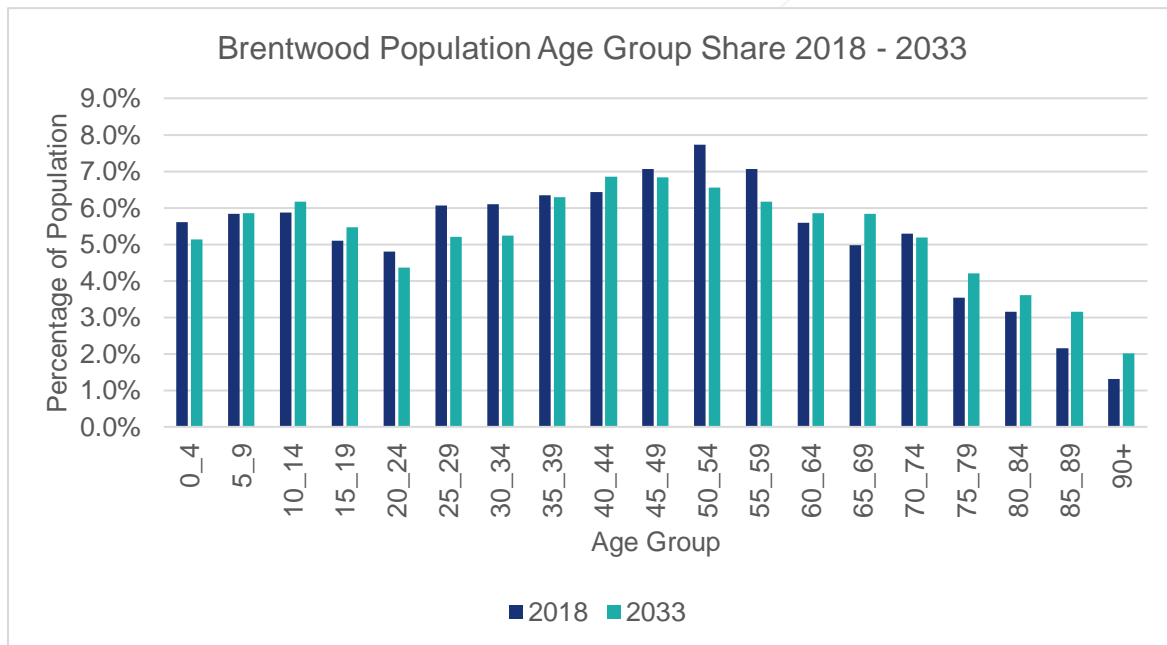
Table 3.1 - Population and demographics analysis for the Borough of Brentwood

Demographic Summary	Data
Current population	78,000 (Office of National Statistics 2014 Sub-national Population Projections - 2018 estimate)

Demographic Summary	Data
Future population-2033	92,479 (Office of National Statistics 2014 Sub-national Population Projections - 2033 estimate and Brentwood Borough Council Draft Local Plan Housing Site Allocations)
Age profile	The age profile of the Borough is projected to change over the next 15 years, with older people making up an increasing proportion of the population. The number of people aged 60 and above increases, with this age group representing 30% of the population by 2033. The proportion of residents aged 0-59 within the Borough is reducing from 74% of the population in 2018 to 70% in 2033.

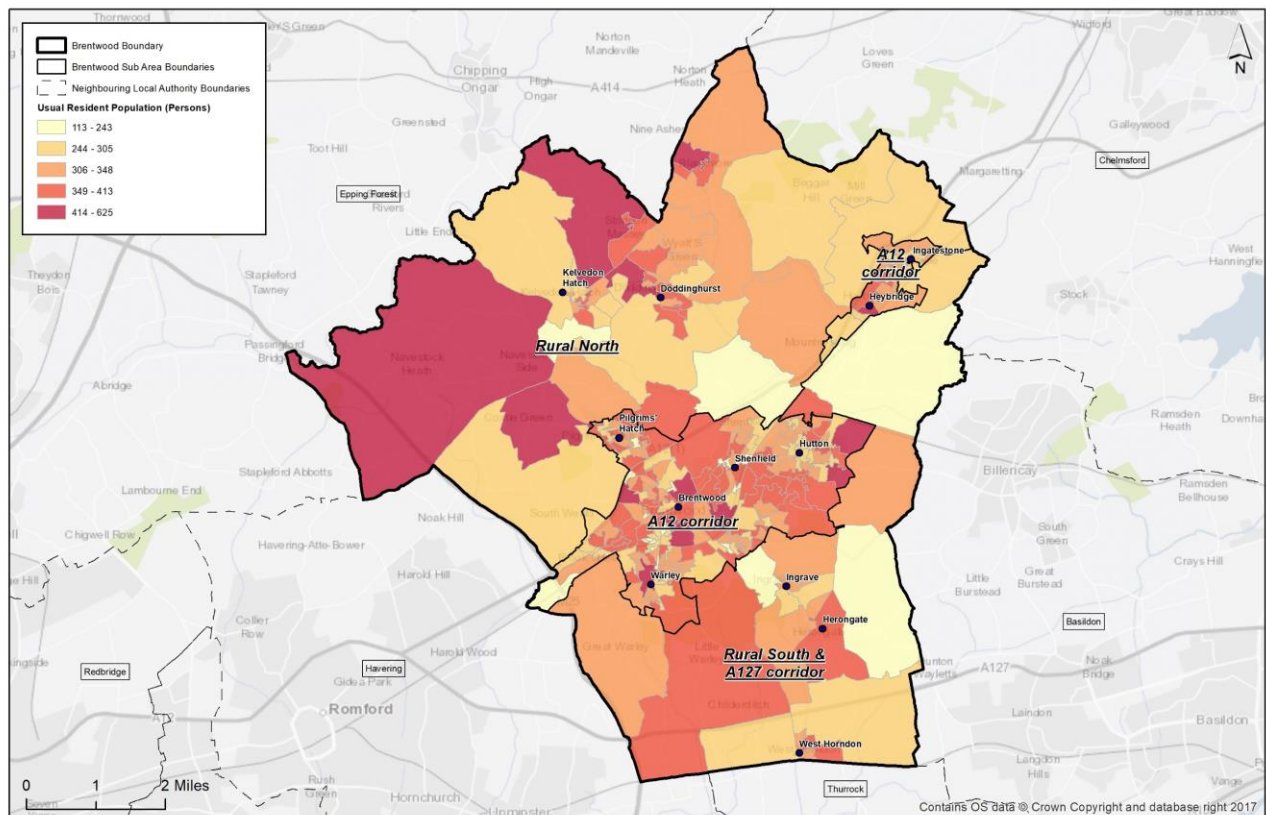
3.11.3 Figure 3.1 overleaf provides a graphical representation of these population trends, illustrating the projected change in proportion of population, between 2018 and 2033.

Figure 3.1 –Borough of Brentwood Population Share by Age Group



3.11.4 To provide greater insight into the current and projected population trends across the Borough, Figures 3.2 to 3.4 show the overall 2018 population per Output Area (OA), the 2018 population density and the projected change in population to 2033.

Figure 3.2 – Usual Resident Population by Output Area (2018)

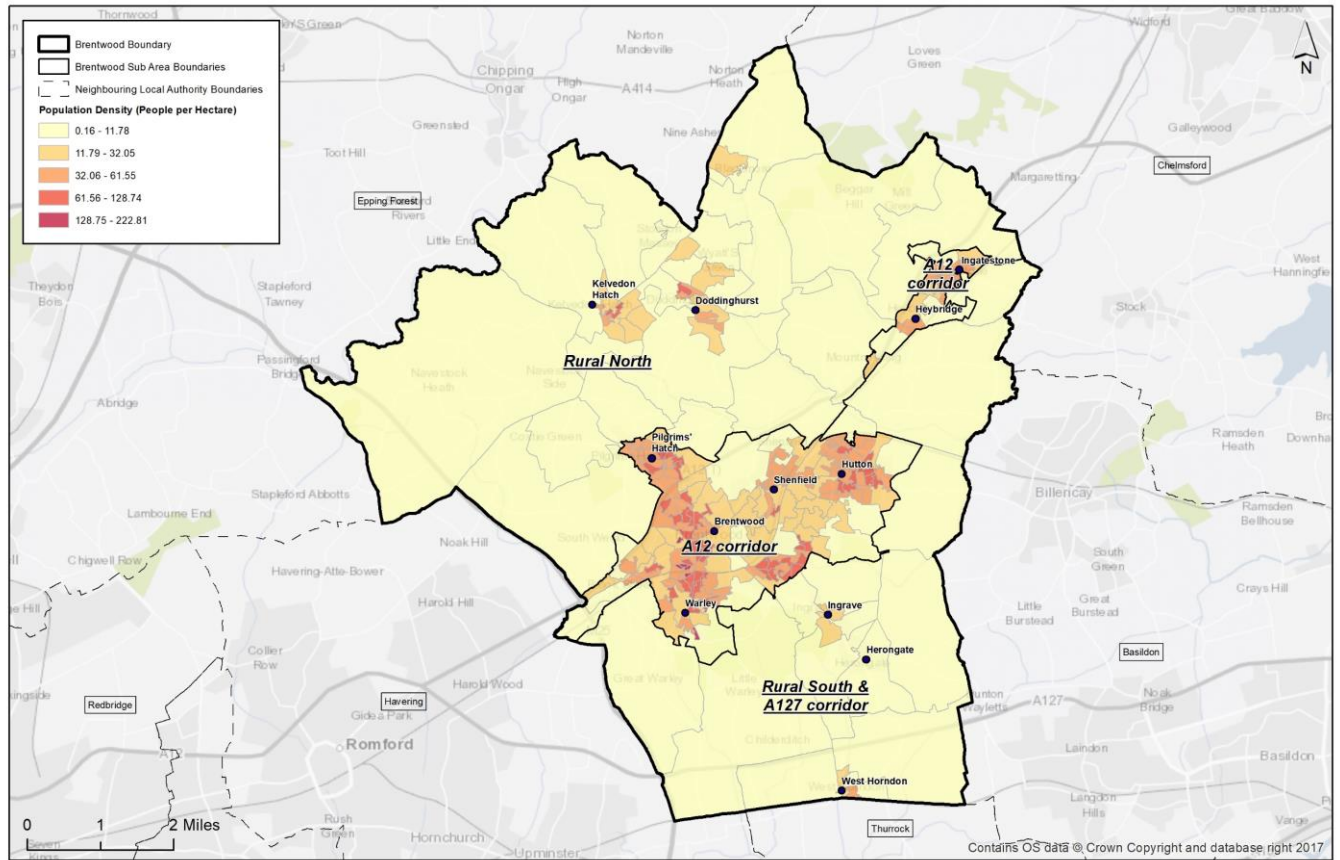


Usual resident population per Output Area in Brentwood (2018)



- 3.11.5 Figure 3.2 illustrates the total number of residents per output area, with the darker red areas showing the highest number of residents. It should be noted that while the more rural areas are typically more sparse in terms of population, they are also larger in size, therefore they typically have a greater overall volume of residents. The population density map shown as Figure 3.3 below shows this in more clarity.
- 3.11.6 Figure 3.3 indicates that the main towns and village service centres of Brentwood, Shenfield, Hutton, Warley, Pilgrims Hatch and Ingatestone have the highest population density, with pockets of relatively high density in large villages, such as Doddinghurst and Kelvedon Hatch. Figure 3.3 also illustrates the low density of population that exists across the rest of the Borough, which coincides with high levels of rurality and smaller villages, areas of open space, fields and woodland.

Figure 3.3 – Population Density by Output Area (2018)

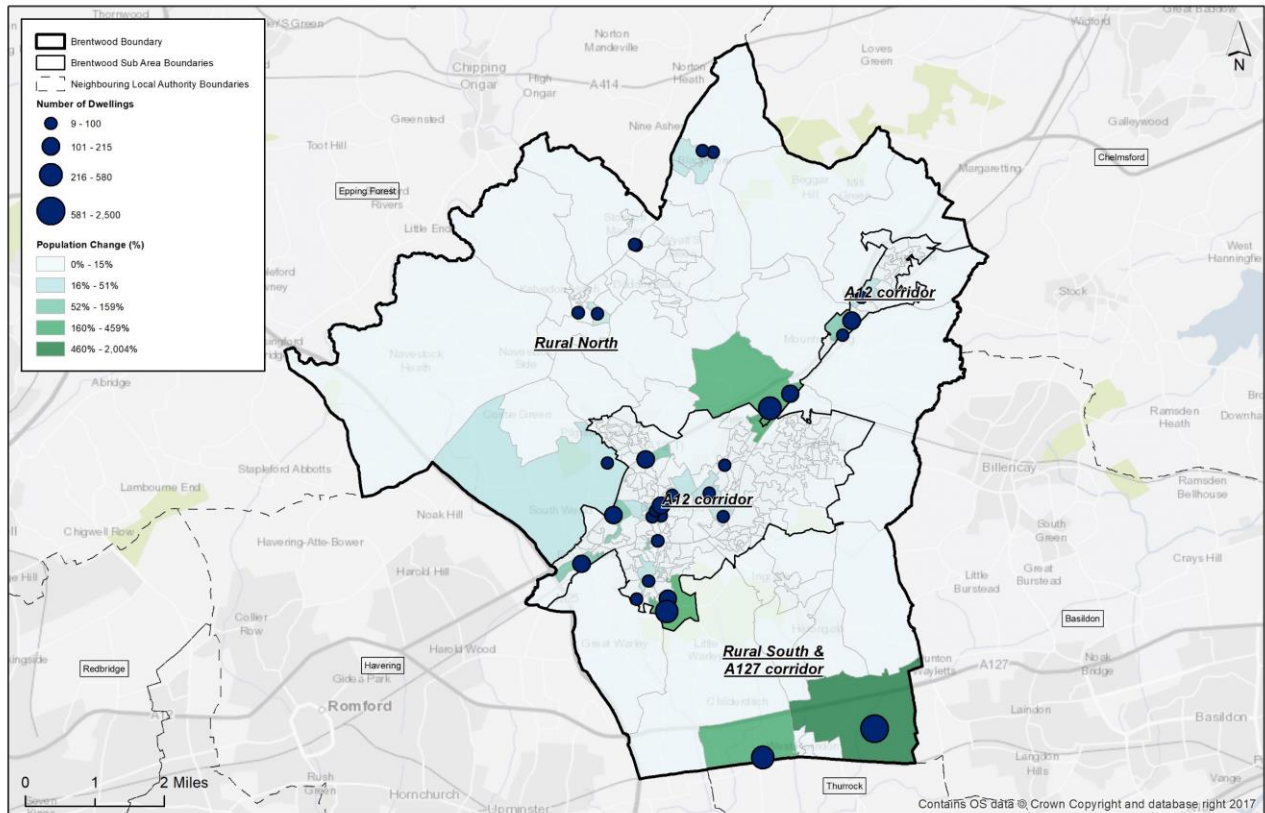


Usual resident population density per Output Area in Brentwood (2018)



3.11.7 Figure 3.4 overleaf illustrates the expected population change within the Borough to 2033. This is largely projected to change in line with significant housing allocations proposed as part of the developing Local Plan. New developments are directed to urban brownfield sites and urban extensions with concentrated new development on land within the Borough’s transport corridors along the A12 and the A127.

Figure 3.4 – Population Change 2018 – 2033



Percentage change in population per Output Area in Brentwood (2018 - 2033)



3.11.8 Significant population growth is projected in the Rural South, along the A127 corridor, with the planned Dunton Hills Garden Village development that will provide a sustainable new community and service centre. There will be significant investment in homes, employment, community and recreational facilities supported by a wide range of infrastructure. The Dunton Hills Garden Village project will see approximately 2,500 new homes delivered within the plan period to 2033. This significant growth will influence the requirement for sport and leisure provision over the life time of this strategy and should be taken into consideration as part of future development plans across the Borough.

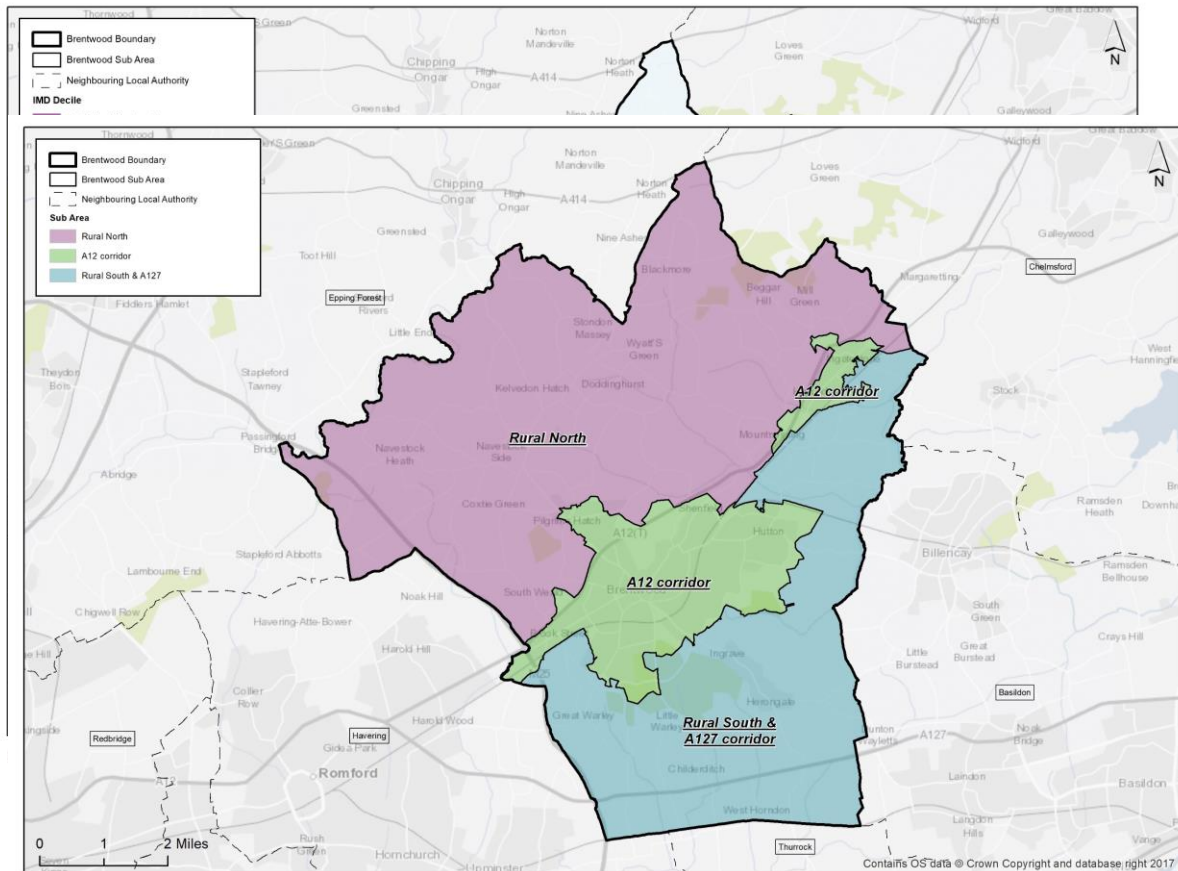
3.12 Deprivation Analysis

- 3.12.1 It is key that any future sporting developments meet the specific needs of their residents and it therefore important to consider deprivation trends for the local authority. Geographical areas with high level of deprivation will typically have lower levels of health, standard or living and car ownership, which all contribute to a lower overall level of participation.
- 3.12.2 Figure 3.5 overleaf shows the levels of deprivation across the study area, with the most deprived areas located in the service centres of Hutton and Pilgrims Hatch. It should be

noted that the overall deprivation analysis indicates that there is a low general level of deprivation in the study area.

Figure 3.5: Deprivation Analysis

3.13 Sub area Analysis

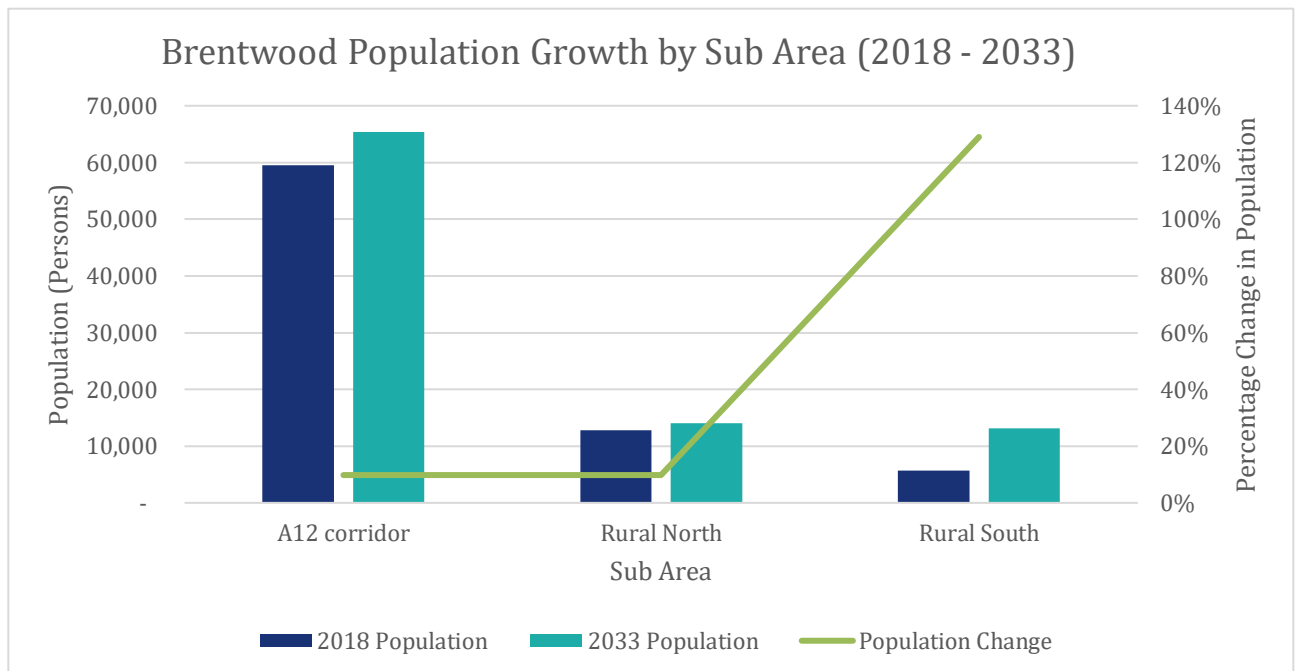


Sub areas in Brentwood
Figure 3.6 – Sub areas in Brentwood



- 3.13.1 In line with the Local Plan and previous analysis undertaken for site selection and allocation, this strategy will assess the provision of indoor/built sports facilities at a sub area level.
- 3.13.2 To understand the population trends for each of the sub areas identified in Figure 3.6 (above), the graph below shows the projected population change for each of the specific areas. Most of the Borough’s population is located in the A12 corridor, where the majority of the main towns and village service centres are. This analysis also illustrates that all sub areas across the Borough are projected to grow throughout the lifetime of the strategy, with significant growth in the Rural South sub area, driven by the new Dunton Hills Garden Village settlement and planned developments along the A127 corridor.
- 3.13.3 This population growth and the trends across the Borough will inform the future recommendations and action plan identified within this strategy.

Figure 3.7 – Population trends by Brentwood sub area



3.14 Physical Activity and Participation

THE VALUE OF PARTICIPATION

- 3.14.1 The value of participation in sport and physical activity is significant, and its contribution to individual and community quality of life should not be underestimated. This is true for both younger and older people; participation in sport and physical activity delivers:
- Opportunities for physical activity, and therefore more ‘active living’
 - Health benefits – cardio vascular, stronger bones, mobility
 - Health improvement
 - Mental health benefits
 - Social benefits – socialisation, communication, inter-action, regular contact, stimulation
- 3.14.2 In addition, participation in sport and physical activity can facilitate the learning of new skills, development of individual and team ability / performance, and provide a ‘disciplined’ environment in which participants can ‘grow’ and develop.
- 3.14.3 The benefits of regular and active participation in sport and physical activity will be important to promote in relation to future sport, leisure and physical activity in Brentwood Borough. There is an existing audience in the Borough, which already recognises the advantages of participation, and a latent community who are ready to take part. The sport, physical activity and leisure offer in the Borough can support the delivery of the desired outcomes across a number of Borough priorities and objectives.

CURRENT PARTICIPATION RATES

- 3.14.4 In terms of the Public Health England definition for physical activity (150 minutes or equivalent of at least moderate intensity activity per week) 21.8% of adults are doing enough physical activity to benefit their health (i.e. exercising three or more times per week), the second highest in the county and above the national average of 17.6%.

Table 3.4: Physically active and inactive adults

Rate	Brentwood	Essex	England
% Active	67.6%	61.6%	61.8%
% Inactive	25.1%	26.3%	25.7%

Source: Public Health England (based on Active People Survey source data) 2017.

- 3.14.5 As suggested within table 3.4, Brentwood has a greater percentage of 'physically active' population than both Essex, and nationally. However, when considering the level of inactivity, this is only slightly reduced in comparison to the respective figures. It is therefore crucial that the sporting facilities within Brentwood match the needs of the people effectively, and entice participants of all demographics.
- 3.14.6 The Sport England Active People Survey (APS), now Active Lives, show us that Essex has a slight decline in participation rates since 2008/09 APS for once a week participation in sport for adults age 16+ years. There is a slight increase for rates in Brentwood; increasing from 40.4% in 2008/09 to 42.0% in 2015/16, however these rates fluctuate throughout the years. The participation rates for Brentwood have consistently been above the average for the region, however the rates for Essex are largely in line with the regional baseline level. Greater detail of these rates is shown in Table 3.5 below.

Table 3.5: APS Participation Rates in Brentwood, Essex, Regionally (East) and Nationally - Adult (16+) Participation in Sport (at least once a week), by year¹⁵

Year	Brentwood	Essex	East	England
2008/09	40.4%	36.4 %	36.7 %	36.5 %
2009/10	38.5%	35.3 %	35.7 %	36.2
2010/11	41.6%	36.0 %	36.1 %	35.6 %
2011/12	45.0%	37.8 %	38.7 %	36.9 %
2012/13	43.6%	36.2 %	36.8 %	36.6 %
2013/14	36.6%	35.1 %	35.7 %	36.1 %

¹⁵ Source: Active People Survey. Measure: Adult (16+) participation in sport (at least once a week) by year, one session per week (at least 4 sessions of at least moderate intensity for at least 30 minutes in the previous 28 days). Time period(s): 2012/13, 2013/14, 2014/15, 2015/16.

Year	Brentwood	Essex	East	England
2014/15	43.2%	34.3 %	34.8 %	35.8 %
2015/16	42.0 %	35.1 %	35.4 %	36.1 %

3.14.7 When considering both table 3.4 and 3.5, it is evident that Brentwood performs better than both regional and national figures, in terms of participation rates. However, when considering the trend over recent years, it is important to recognise that there is a slow decline in participation and it is therefore potential for further facility investment and regeneration.

ACTIVE LIVES

3.14.8 In 2016, Sport England launched the Active Lives monitoring system, to measure sport and physical activity in with the objectives set out by the recent DCMS and Sport England strategies.

3.14.9 Although the project is in its 2nd year and therefore providing a consistent and reliable benchmark is difficult, Data for the study area identifies that:

- 25.1 % of Brentford Borough Council residents aged 16+ are inactive, slightly better than the national figure of 25.7%.
- 67.6% of Brentwood residents aged 16+ took part in sport and physical activity 3 (or more) times a week, compared to 61% in Essex and 61.8% in England.



Evidence Base and Needs Assessment

4 Built Sports Facility Supply Analysis

4.1.1 This section of the report provides an audit of all facilities considered within the Built Facility needs assessment, as well as summarising the visual assessments, undertaken at strategic facilities throughout the Borough. Information within this section has been collected through site assessments and consultations, as well as being supplemented by local officer knowledge.

4.2 Facility Audit

4.2.1 The audit of facility supply includes an assessment of the following indoor facilities;

- Indoor swimming pools
- Sports Halls
- Health and fitness suites

4.2.2 Where facilities are accessible, audits have been undertaken in the presence of management staff from the facilities. This provides excellent context and further detail on the facility, as the site assessment can only be seen as a point in time.

4.2.3 Table 4.1 below provides a summary of facility provision for each of the different facility types included in this study across the study area. Further detail on the size of each of the facilities is provided in the specific facility quality assessment summaries.

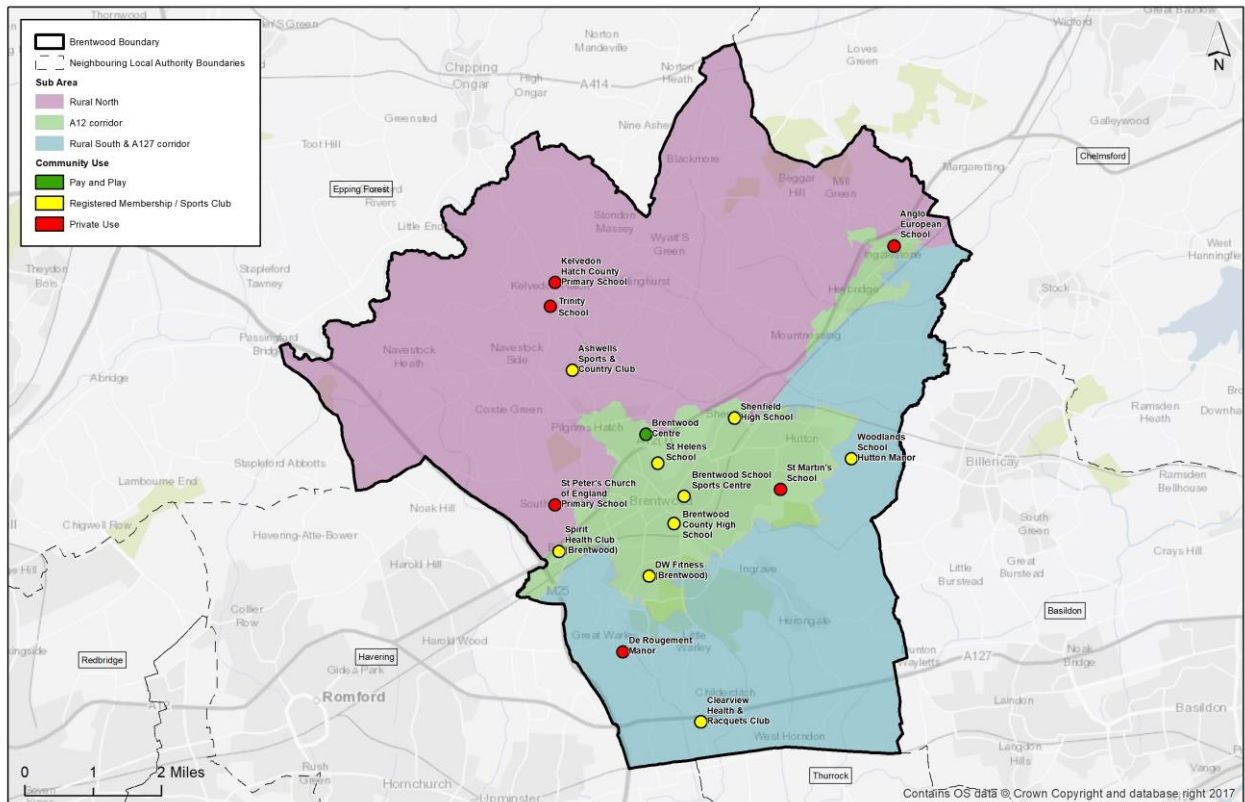
4.2.4 Following this, Figures 4.1 – 4.3 show the location of facilities by type. The element of location and accessibility will be further expanded upon as part of the catchment area accessibility section of this report.

Table 4.1 Facility Summary Brentwood Borough

Facility	Main Hall	Activity Hall	Main Pool	Learner Pool	Health & Fitness Suites	Studio
AB Salute Gym Ltd					1	1
Anglo European School	1	1				
Ashwell's Sports & Country Club					1	1
Becket Keys Church of England Free School	1	1				
Better Gym Brentwood					1	1
Brentwood Centre	1		1		1	2
Brentwood County High School	1	1	1			
Brentwood Hard Court Tennis Club		1				
Brentwood School Sports Centre	1	1	1	1	1	2
Brentwood Trampoline and Activity Centre		1				
Brentwood Ursuline Convent High School	1	1				1
Clearview Health & Racquets Club (Virgin Active)			1		1	3

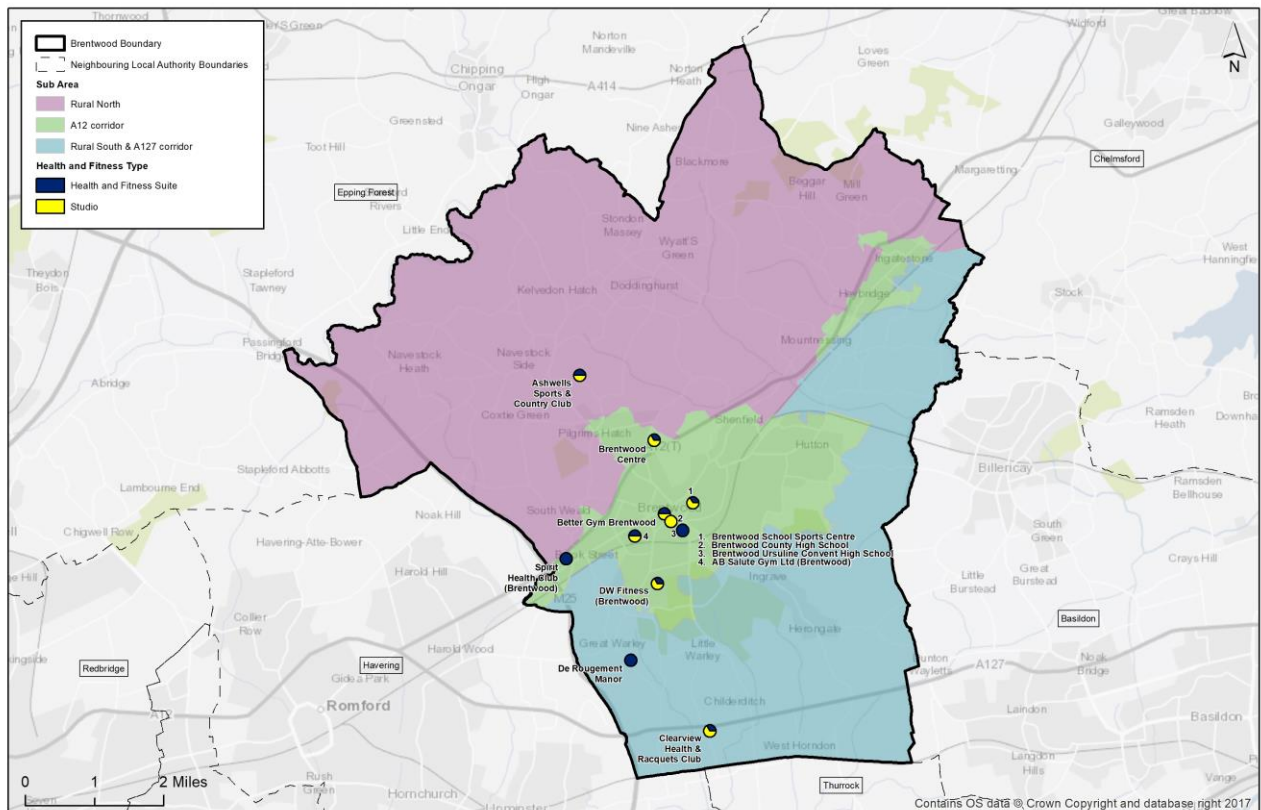
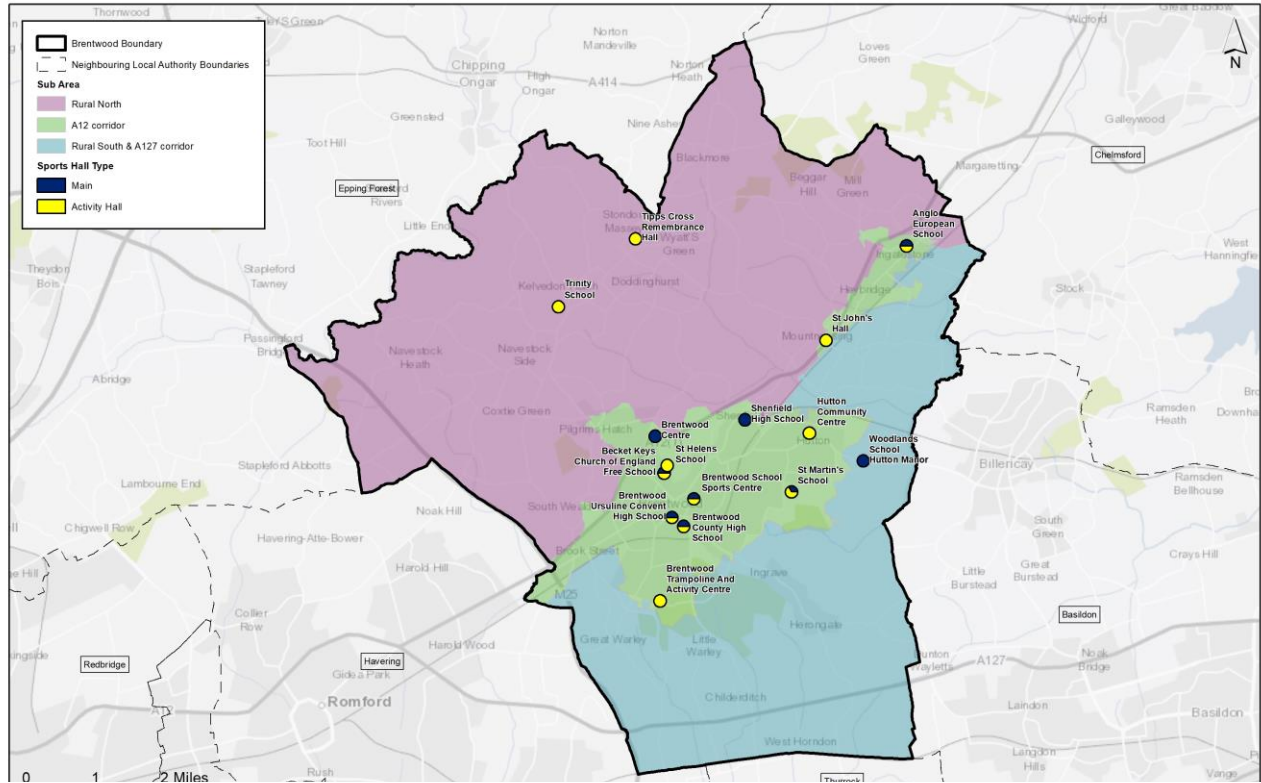
Facility	Main Hall	Activity Hall	Main Pool	Learner Pool	Health & Fitness Suites	Studio
De Rougement Manor					1	
DW Fitness First				1	1	2
Hutton Community Centre		1				
Shenfield High School	1		1			
Spirit Health Club				1	1	
St Helens School		1	1			
St John's Hall		1				
St Martin's School	1	1				
Tipps Cross Remembrance Hall		1				
Trinity School		1	1			
Woodlands School Hutton Manor	1		1			
Total	9	13	8	3	8	13

Figure 4.1: Swimming Pool provision in Brentwood Borough



Swimming Pools by community use availability in Brentwood

Figure 4.2: Sports Hall provision in Brentwood Borough



Health and Fitness by type in Brentwood

4.3 Facility Quality Assessment

- 4.3.1 Detailed quality assessments have been undertaken on all strategic sports facilities in the study area¹⁶. All facilities were scored from 1 to 5, for each facility type. based on the age, quality, changing provision and general appeal of the facility, with the key questions being whether the facility is pleasant to use and if it meets the needs and expectations of users. It should be noted that none of these criteria are weighted, with the final score for each facility type representing a total rating for the quality of the facility.
- 4.3.2 Table 4.2 below provides a summary of the average scores for each of the ‘pay and play’ or ‘sports club’ accessible facilities across the Local Authority. This table provides an average of all facility types, combined to give an overall quality score for each of the strategic leisure facilities in Brentwood Borough.
- 4.3.3 Table 4.3 presents a summary of the same data, split by facility type, to show the overall standard of each aspect of built sports facilities across Brentwood Borough. It should be noted that changing facilities have been specifically identified due to their importance to the overall feel of a facility.
- 4.3.4 The facilities were scored out of 5, with each of the ratings assigned to the following levels of quality
- 5 – Excellent
 - 4 – Good
 - 3 – Adequate
 - 2 – Poor
 - 1 – Very poor

Table 4.2 Summary in Brentwood Borough for ‘pay and play’/sports club accessible facilities

Facility	Average Quality Score (Out of 5)
Anglo European School	3.6
Becket Keys Church of England Free School	3.0
Brentwood Centre	4.0
Brentwood County High School	2.4
Brentwood School Sports Centre	4.2
Shenfield High School	3.3
St Helen’s School	2.8
St Martin’s School	3.6
Woodlands School Hutton Manor	3.8

¹⁶ Sports halls of 3 Badminton Courts or greater and Swimming Pools of 6 x 25m are defined by Sport England as ‘strategic’ built facilities

Table 4.3 Facility Summary in Brentwood Borough by facility type

Facility Type	Average Quality Score (Out of 5)
Health and fitness suite	4.2
Sports Hall	3.5
Swimming Pool – Main Pool/Learner Pool	3.4
Changing rooms – Dry	3.4
Changing rooms – Wet	2.5
Disability Access	3.0
Maintenance and Cleanliness	4.0
General (physical) Access	4.2

- 4.3.5 The site assessment scores illustrate that in general, current facility provision is adequate across Brentwood Borough. It should be noted that none of the strategic local authority owned facility – Brentwood Centre - has a GOOD overall facility rating.
- 4.3.6 In terms of facilities, the current provision of health & fitness across the local authority is of a relatively high standard, so too is the maintenance and cleanliness, as well as the general accessibility (i.e. car parking/proximity to public transport) of the facilities.
- 4.3.7 Wet changing rooms across the Local Authority were identified as being POOR, particularly dual-use facilities at Shenfield High School, Brentwood County High School and St Helens School.
- 4.3.8 The current provision of sports halls and swimming pools across the Local Authority is seen to be ADEQUATE, while the average quality of dry changing rooms and the rating for disability access to a facility are also both ADEQUATE.

4.4 Facility Accessibility

- 4.4.1 Car ownership across Brentwood Borough is relatively high, with the Local Authority ranked with the Local Authority ranked 71st (out of 348¹⁷) for households that have access to a car or van.
- 4.4.2 This high car ownership (totalling 86% of the population) is likely to lead to the majority of residents using cars to access sport and leisure facilities across the Local Authority. As a result, the needs assessment sections for each of the specific facility types include a catchment area map, based on a 20-minute drive time.
- 4.4.3 Catchment areas for different types of provision illustrate the areas currently not served by existing indoor sports facilities. It should be noted, however, that the distance that people are willing to travel will vary depending on additional parameters such as the quality of the facility. To provide a consistent analysis of travel time and catchment areas, the concept of ‘effective catchment’ will be used, defined as the distance travelled by 75-80% of users. The catchment analysis for each of the facility types will be explained within each of the relevant following needs assessment sections.

¹⁷ ONS Census 2011

5 Needs Assessment – Swimming Pools

- 5.1.1 This section contains a summary of the findings from the needs assessment study for swimming pools in Brentwood Borough. Swimming pool facilities are defined as ‘an enclosed area of water, specifically maintained for all forms of water-based sport and recreation, covering indoor pools and specific diving tanks for swimming, teaching, training and diving’ (Sport England Active Places).
- 5.1.2 There are currently 12 indoor swimming pools spread across 10 sites in the Local Authority. There are also 6 outdoor lidos in the Borough, which generally have limited community access and restricted usability.
- 5.1.3 Brentwood Leisure Trust operate the swimming pool at the Brentwood Centre, with the remaining sites owned and managed by a combination of private (commercial) operators and education establishments. Only the Brentwood Centre has a ‘pay and play’ access type, which is defined as the ability for a resident to pay for a single session without pre-booking and without the need for a monthly membership. While the Brentwood Centre is accessible to the community, not all of the water space in Brentwood Borough is considered to be available to the public for the full peak period. The amount of water space available at peak times is considered to be circa 1,317m². This equates to 25m² of water space per 1,000 population¹⁸, a figure that is more than double the national and regional average figures, and greater than any of the surrounding local authorities.
- 5.1.4 Table 5.1 below provides a summary of the audit for swimming pools in the local authority. A more detailed supply analysis can be found within the Technical Appendices.

Table 5.1: Swimming pool supply summary (Source: Facility Planning Model and 4 global site assessments)

Facility	Pool Type	Ownership Type	Management Type	Access	Reason for not being included in analysis
Anglo European School	Lido	Academy	School (In House)	Private Use	Private, too small and Lido
Ashwell’s Sports & Country Club	Lido	Commercial	Commercial Management	Membership	Too small and Lido
Brentwood Centre	1 x Main 1 x Learner	Local Authority	Trust	Pay and Play	Included in analysis
Brentwood County High School	Main	Academy	School (In House)	Club	Included in analysis
Brentwood School Sports Centre	1 x Main 1 x Learner	Independent School	School (In House)	Membership and Club	Included in analysis
Clearview Health &	1 x Main	Commercial	Commercial	Membership	Lido excluded

¹⁸ Brentwood Borough Swimming Pools Facility Planning Study (Sport England, 2017)

Racquets Club (Virgin Active)	1 x Lido				
De Rougement Manor	Lido	Commercial	Commercial	Private	Too small and private
DW Fitness First	Learner	Commercial	Commercial	Membership	Too small
Kelvedon Hatch County Primary School	Lido	Community School	School (In House)	Private Use	Private too small lido
Shenfield High School	Main	Foundation School	School (In House)	Club	Included in analysis
Spirit Health Club (Brentwood)	Learner	Commercial	Commercial Management	Membership	Too mall
St Helen's School	Main	Diocese	School (In House)	Club	Included in analysis
St Martin's School	Lido	Academy	School (In House)	Private Use	Private use Lido
Woodlands School Hutton Manor	Main	Independent School	School (In House)	Club	Included in analysis
Trinity School	Main	Independent School	School (In House)	Private Use	Private use to small

5.2 Planned Developments

- 5.2.1 There are planned developments in Brentwood Borough and neighbouring authorities that will have an impact on residents in the Local Authority. During 2018, St Peter's Primary School's lido is to be covered and converted into a small (16m x 8m) swimming pool that will be community accessible.
- 5.2.2 Epping Forest District Council is currently considering its options for rationalisation of its indoor leisure stock by potentially closing the Ongar Leisure Centre. This Centre is within a 20-minute drive time for Brentwood Borough residents and, if closed, is likely to increase demand for the swimming pools in Brentwood Borough.

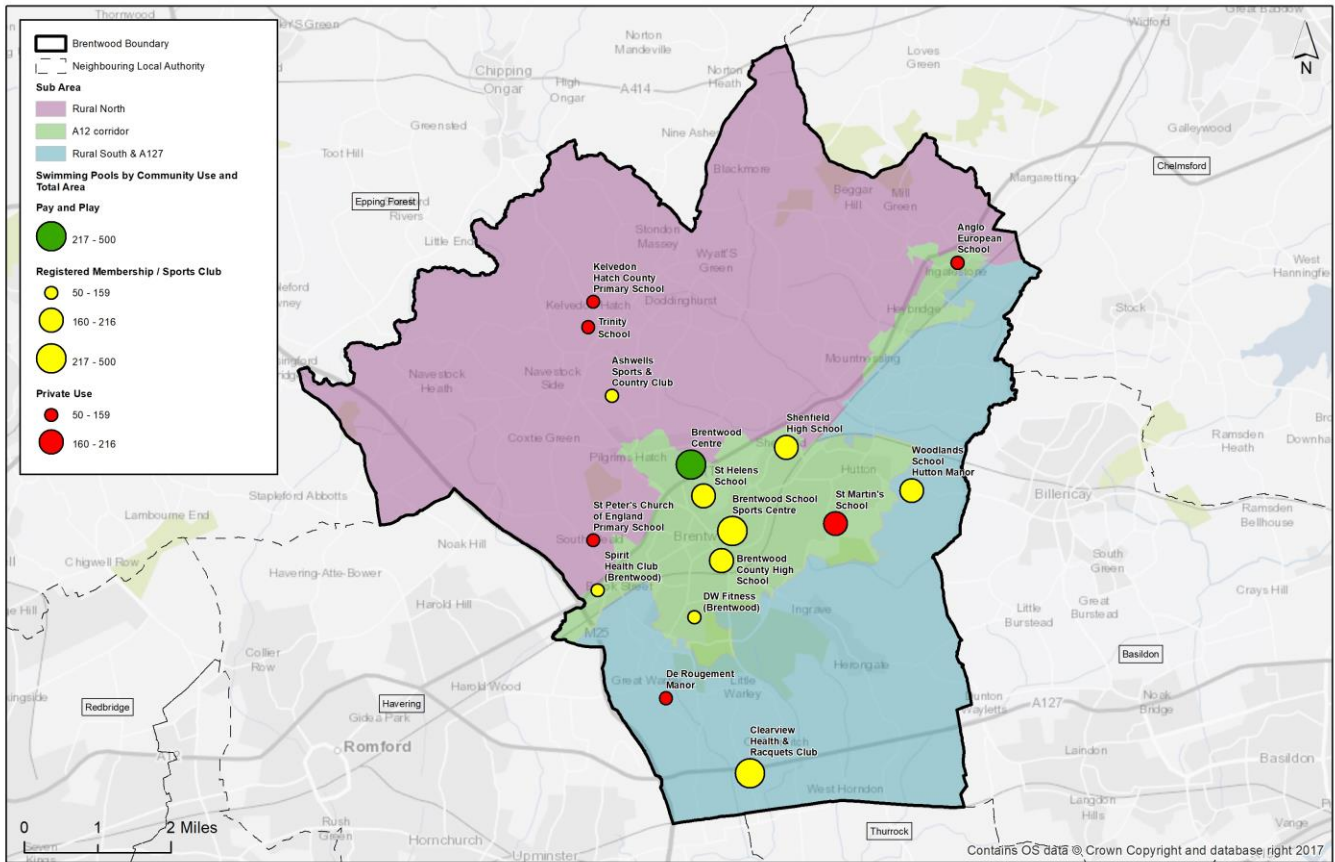
5.3 Swimming Pool Accessibility

DRIVE TIME ANALYSIS AND CROSS-BOUNDARY ACCESSIBILITY

- 5.3.1 Figure 5.1 overleaf shows the location of all swimming pools in the Borough, the majority of which are situated in the A12 Corridor sub area. Figure 5.1 (also overleaf) shows the catchment analysis for the only 'pay and play' pool in the study area – Brentwood Centre. The graphic illustrates the unique catchment areas for the facility, with the shaded areas showing the 20-minute drive time catchment.
- 5.3.2 As referenced in the previous section, residents typically do not allow local authority boundary lines to impact on their use of sport and leisure facilities, choosing instead to use facilities that are accessible, affordable and of a high quality. With this in mind, it is important to consider facilities from neighbouring local authorities that impact the overall

supply and demand of facilities within Brentwood Borough. Figure 5.1 overleaf therefore shows the catchment analysis, including facilities in neighbouring local authorities (Green shading).

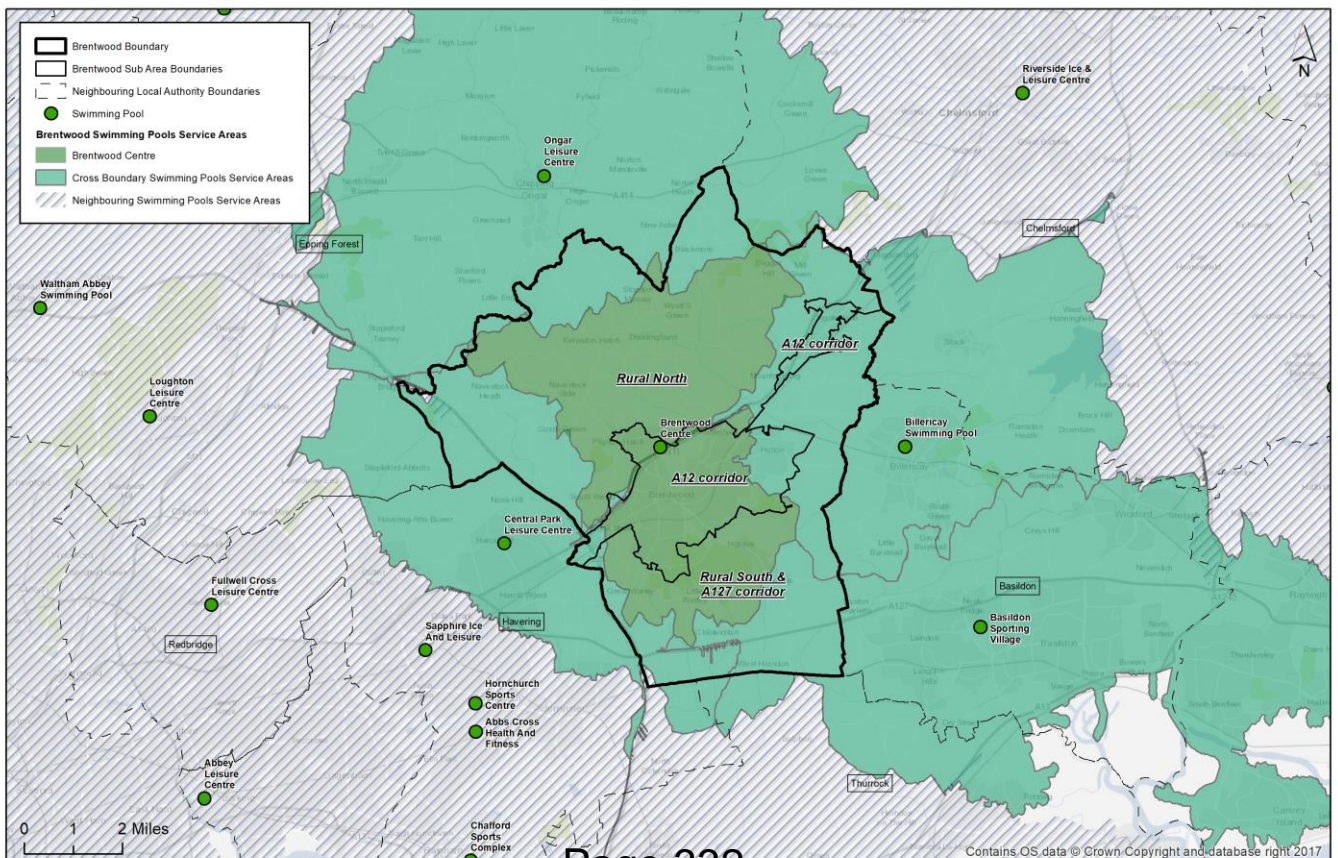
- 5.3.3 Figure 5.1 illustrates that a large proportion of those residents who fell outside of the Brentwood Centre catchment fall into the service areas of other leisure facilities in neighbouring local authorities. These facilities include Ongar Leisure Centre (Epping Forest), Billericay Swimming Pool, Basildon Sporting Village (both Basildon) and Central Park Leisure Centre (Havering).
- 5.3.4 This accessibility analysis provides a starting point for considering whether there is sufficient quality, quantity and accessibility of swimming pool provision in Brentwood Borough, however this is further expanded upon within the following supply and demand analysis.



Swimming Pools by community use availability and total area of water space in Brentwood



Figure 5.2: 'Pay and Play' swimming pools catchment and neighbours



Swimming Pools with pay and play access service areas in Brentwood (up to 20 minutes drive time)



5.4 Swimming Pool Supply and Demand Analysis

5.4.1 Sport England's Facility Planning Model (FPM) provides an assessment of the demand for swimming in the study area, including authorities that border Brentwood Borough. This part of the assessment can then be considered alongside the supply audit to answer the following key questions

- To what extent does the existing supply of swimming pools meet the current levels of demand from the resident population?
- To what extent does the existing supply of swimming pools meet the future demand, taking into account population increases in the Borough and the surrounding areas?

5.4.2 The key findings from the FPM analysis are identified below, with the detailed report available within the Technical Appendices;

SUPPLY

- There are nine swimming pools in Brentwood included in this assessment, on seven different sites. In total, they provide 1,919m² of water space, but this is scaled down to 1,317m² to take account of availability in the peak period. In terms of supply in terms of visits, this equates to 11,421 visits per week in the peak period (vpwpp).
- This supply equates to 25m² of water space per 1,000 population, a figure that is more than double the national and regional average figures, and greater than any of the surrounding local authorities. This figure should be treated with caution, as it only relates to the local authority area in question and does not take account of cross border facilities and visits. The impact of neighbouring provision can have a significant impact on the quality of access for Brentwood Borough residents as users often look at the best, most appropriate offer to swim as opposed to whether it is located in their own Borough. This can result in significant import and export issues which will be explored later in this report
- The main sites in Brentwood are the Brentwood Centre (main and learner pool equating to 3132 vpwpp); Brentwood School Sports Centre (main and learner pool equating to 2090 vpwpp) and the Clearview Health and Racquets Club (main pool only, equating to 2600 vpwpp). The latter site is managed by a private health club operator, and whilst it may have a role to play in the landscape, these facilities are unlikely to be available to all within the community due to the costs to join.

DEMAND

- Brentwood has a population of 77,357, which generates a demand for 4,895 swims per week during the peak period. This level of demand equates to a need for 813m² of water space in the peak period, with comfort factor added.
- 13.9% of Brentwood residents have no access to a car, a figure that is well below the regional and national average figures, indicating a population that is mobile in terms of accessing sports facilities.

SUPPLY AND DEMAND

- When comparing the balance between supply and demand, Brentwood has a very different output to regional and average figures. The national figure is for demand to slightly exceed supply in the peak period, and this is also replicated at regional level.
- However, in Brentwood supply (at 1317 vpwpp) clearly exceeds demand at 813 vpwpp resulting in a notional oversupply of 504 vpwpp.
- This section only provides a 'global' view of provision and does not take account of the location, nature and quality of facilities in relation to demand; how accessible facilities are to the resident population (by car and on foot); nor does it take account of facilities in adjoining boroughs. These are covered in the more detailed modelling set out in the following sections (Satisfied Demand, Unmet Demand and Local Share).

SATISFIED DEMAND

- Satisfied demand for swimming from residents of Brentwood is calculated at 4,737 vpwpp, or 96.8% of total demand. Of this satisfied demand, it is calculated that 75.8% of this demand is retained within the borough of Brentwood, with 24.2% exported to facilities outside Brentwood.
- The visits that are met by facilities based within Brentwood Borough is considered to be low and indicates the reliance local residents have on neighbouring authority facilities for their swimming participation. This indicates the need for cross border dialogue and planning with regards to pool provision and access. Facilities in Basildon and Chelmsford retain 87% and 88% of visits within their local authority areas.
- The number of peak time visits undertaken at facilities outside of Brentwood Borough is also higher than Basildon and Chelmsford, as they export 13% and 12% respectively. This is likely to be as a result of a combination of the following issues with facilities in Brentwood – proximity of offer, quality of offer, cost of offer and age of facility.

UNMET DEMAND

- Unmet demand (demand from Brentwood residents that can't be met) for swimming is very low at just 3.2% of all demand generated. This equates to just 159 vpwpp, or when converted to water space, just 26m² with comfort factor added.
- This unmet demand is virtually all generated by people who live outside the catchment area of a pool (99.8% of all unmet demand), and of this figure 81.9% are estimated to be people who have no access to a car and live outside the walking catchment area of a pool. This differs from the regional and national averages where 10% of unmet demand nationally and 8% of unmet demand regionally is due to a lack of capacity at existing pools. This reflects the high levels of supply of swimming pools within Brentwood.

USED CAPACITY

- Brentwood has an excellent supply of swimming pools when compared to demand, therefore the overall percentage of capacity used in the peak period is only 46.2%, well below the national and regional average figure of 64.9%.
- This average figure is also much lower than any of the neighbouring authorities, with the next lowest figure being 53.1% in Epping Forest.
- This low level of utilised capacity reflects the high levels of supply of swimming pools in Brentwood, when compared to the demand for swimming generated by residents of Brentwood.
- It should be noted that Brentwood imports 1,682 visits per week in the peak period, from residents of neighbouring authorities choosing to use pools in Brentwood, which equates to 31.9% of all visits to pools in Brentwood.
- Utilised capacity varies from facility to facility, with the highest level of utilised capacity being 82% at the Brentwood School Sports Centre, and the lowest being 23% at Woodlands School Hutton Manor. The Brentwood Centre pools are used to 44% of their capacity in the peak period.

LOCAL SHARE

- Local Share is the available capacity that can be reached by the residents of an area divided by the demand for that capacity in the area. A value of 1 means that the available capacity matches demand. A value below 1 indicates that the available capacity is less than demanded, whereas a value above 1 indicates that the available capacity is greater than demanded.
- The calculated figure here is 2.3 (Demand: 4895 and Supply: 11,421)
- The Brentwood figure of local share indicates that residents of Brentwood enjoy excellent access to swimming pool provision, above national/regional average figures and above all neighbouring authorities except Chelmsford which has the same figure.

5.5 Key Stakeholder Consultation – Amateur Swimming Association (ASA)

5.5.1 The headline objectives from the ASA Strategic Plan – 2013-2017 are:

- More people learning to swim
- More people swimming regularly
- More medals on the world stage.

5.5.2 There is currently a more specific facility strategy in development. The ASA will shortly have a structure in place in which there is a Strategic Partnership Manager in every region of the country working with the major pools/organisations in that region, to increase aquatic participation and operator return on investment. This is in addition to the existing network of both National & Regional Club Development Officers – who ensure that all county and regions are covered by an ASA representative. Any facilities issues are connected either straight to the National Facilities Team in the first instances or via the appropriate ASM/Club Development Officer.

5.5.3 The ASA commented that its current supply vs demand modelling indicates a large over supply of water space in Brentwood. However, from a general participation point of view, the Brentwood Centre is key as it is the only “pay & play” facility in the area and hence supports the majority of the casual swimming market. It is therefore vitally important from a general participation perspective, that the Brentwood Centre is either retained, via refurbishment or extension, or replaced with a facility of equal or larger capacity.

5.6 Club Consultation

5.6.1 As part of the demand assessment, Brentwood Swimming Club has provided their views on the quality, quantity and accessibility of facilities at the Brentwood Centre. The Club has 140 active members, which use the swimming pools at the Brentwood Centre for more than 12 hours per week. There are 60 children members (0-11 years), 40 youth members (12-18 years) and 40 adult members (19-59), and these members predominately live in Brentwood, Shenfield and Hutton. Through the Club’s recruitment efforts, the number of members has increased over the past 3 years and the Club would like access to further availability, especially during peak time, however this has proven difficult for the operator as it reduces the available water space for other residents during periods of peak demand.

5.6.2 The Club report a lack of appropriate maintenance and insufficient equipment for hosting galas. It feels that the pool is in need of replacement and that a modern 8-lane pool is required to meet the current and future needs of its members.

5.7 Future Needs Assessment

5.7.1 Using the Sport England Facility Calculator (SFC), the future demand for swimming pools can be estimated using projected population increase in a given area. More information on the SFC, including details on how the model calculates the demand for facilities, can be found on the Sport England website; <http://www.sportengland.org/sfc>

5.7.2 The SFC provides a quantitative estimate of future need, however unlike the FPM the SPC does not identify specific locations for future provision. This will need to be informed by consultation with key stakeholders, catchment analyses of existing facilities and an analysis of the location of new housing development.

5.7.3 Table 5.2 illustrates how the additional projected population is likely to increase the overall need for swimming pool facilities across the local authority during the lifetime of this strategy.

Figure 5.2: Swimming pool projected and actual demand

Total 2018 Population	Existing peak time water space (metres ²) in 2018	Over/ under supply (metres ²)
77,357	1,317	504 over-supply
Total 2033 Population	Required peak time water space (metres ²) by 2033	Over/ under supply (metres ²)

92,479	972	345 over-supply
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- 5.7.4 Table 5.2 illustrates that although there is calculated to be sufficient supply in the Borough to meet the existing need for swimming pools in the Local Authority, the additional population growth that is projected for the Borough is predicted to generate a surplus of swimming pool provision by the end of the strategy timeframe in 2033.
- 5.7.5 Taken with the Sport England FPM Data (2016), there is evident over supply of swimming provision in Brentwood, with surplus capacity in the peak period also. Two sites, Brentwood School Sports Centre and Clearview Health & Raquets Club have the largest weight factor, however spare capacity in the peak period is still apparent here also. It is worth noting that there is a strong correlation between age since last refurbishment, and percentage of capacity not used, relevant for sites such as St Helens School. Due to the dominance of school sites with swimming provision, it should be recognised that the actual level of available hours may not be realised fully for the community.
- 5.7.6 The above is particularly relevant for offsetting demand from popular sites, such as the Brentwood Centre, as St Helens is situated in close proximity to this site, but does not offer provision to the same quality.

6 Needs Assessment – Sports Halls

- 6.1.1 This section contains a summary of the findings from the needs assessment work for sports halls. Sports halls are purpose built indoor facilities that can be used for numerous formal and informal sports, as well as a significant range of informal physical activity.
- 6.1.2 This assessment considered all sports hall facilities in Brentwood Borough, however it focusses on ‘strategic’ facilities that are a minimum of four badminton courts. Four-court sports halls provide far greater flexibility to operators and users as they can accommodate the majority of indoor sports such as football (5-a-side and training), volleyball, basketball and netball. A court of this size also provides sufficient run-up space to accommodate indoor cricket nets.
- 6.1.3 Many 4 court sports halls have a dividing net that allows them to be divided into several sub-areas, which can then be used for alternative sports and physical activities that do not require a large area, such as table tennis or martial arts.
- 6.1.4 In line with Sport England’s Facility Planning model (2017 National Run), there are considered to be 8 Main halls (4+ courts) and 13 Activity halls (less than 4 courts) across Brentwood Borough. All of these sites are defined as having some level of community use, with residents being able to book the facilities at some point during the week, apart from Brentwood Ursuline Convent High School and Trinity School, which has private use only.
- 6.1.5 The Brentwood Centre is the only facility in the Borough with a Main Hall that has ‘pay and play’ accessibility, with many of the facilities having limited availability for informal or non-booked use.
- 6.1.6 Table 6.1 below provides a summary of the audit for sports halls in the local authority. A more detailed supply analysis can be seen in the previous supply audit section or Technical Appendices.

Table 6.1: Sports Hall supply summary (Source: Facility Planning Model and 4 global site assessments)

Site	Type of Hall	Ownership	Management	Access Type	Reason for no inclusion
Anglo European School	1 x Main Hall 1 x Activity Hall	Academy	School (In House)	Club	Included in analysis
Becket Keys Church of England Free School	1 x Main Hall 1 x Activity Hall	Trust	School (In House)	Club	Included in analysis
Brentwood Centre	1 x Main Hall	Local Authority	Trust	Pay and Play	Included in analysis
Brentwood County High School	1x Main Hall 1x Activity Hall	Academy	School (In House)	Club	Included in analysis

Site	Type of Hall	Ownership	Management	Access Type	Reason for no inclusion
Brentwood School Sports Centre	1x Main Hall 1x Activity Hall	Independent School	School (In House)	Membership and Club	Included in analysis
Brentwood Hard Court Tennis Club	Activity Hall	Club	Club	Pay and Play	Too small
Brentwood Trampoline and Activity Centre	Activity Hall	Club	Club	Club	Too small
Brentwood Ursuline Convent High School	1 x Main Hall 1 x Activity Hall	Academy	School (In House)	Private Use	Private use only
Clearview Health & Racquets Club (Virgin Active)	Activity/Tennis Hall	Commercial	Commercial	Membership	Too small
Hutton Community Centre	Activity Hall	Local Authority	Trust	Pay and Play	Too small
Shenfield High School	Main Hall	Foundation School	School (In House)	Club	Included in analysis
St Helens School	Activity Hall	Diocese	School (In House)	Club	Private use only and too small
St John's Hall	Activity Hall	Community Organisation	Trust	Club	Too small
St Martin's School	1 x Main Hall 2 x Activity Hall	Academy	School (In House)	Club	One activity hall has private use and is too small
Tipps Cross Remembrance Hall	Activity Hall	Local Authority	Local Authority	Club	Too small
Trinity School	Activity Hall	Independent School	School (In House)	Private Use	Private use
Woodlands School Hutton Manor	Main Hall	Independent School	School (In House)	Club	Included in analysis

6.2 Planned Developments

- 6.2.1 There are planned developments in Brentwood Borough and neighbouring authorities that will have an impact on residents in the Local Authority. Navestock Cricket Club plan to replace its existing pavilion with a new-build new 'barn', which will have indoor cricket nets, a multi-sport activity space and changing rooms with showers. The Club has backing from Essex County Cricket Board, but were refused planning by Brentwood

Borough Council in 2017. The Club is located 3.5 miles north of Brentwood Town Centre (3.5 miles away) within the Rural North sub area and, if granted planning permission, would be accessible to the Brentwood community as well as neighbouring residents in Epping Forest District.

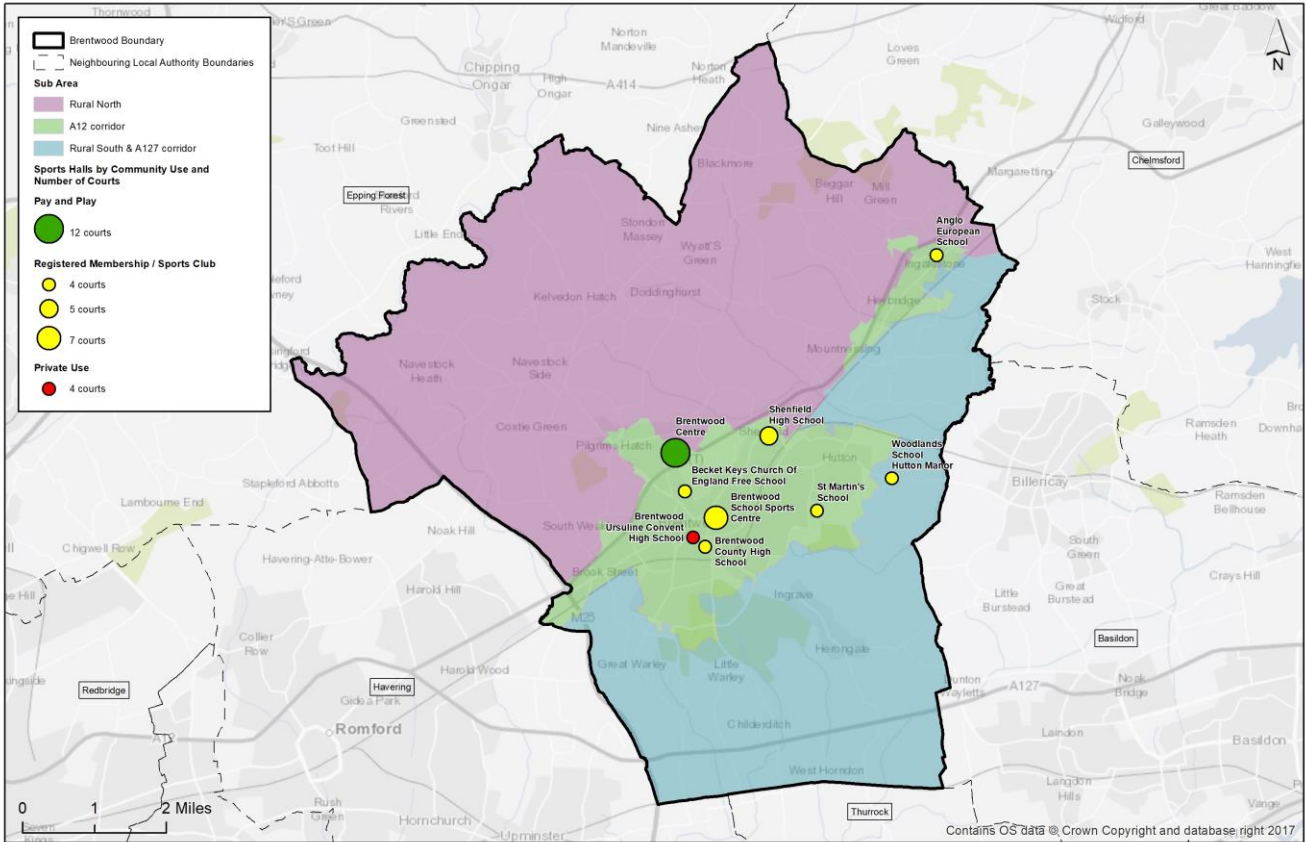
- 6.2.2 Epping Forest District Council is currently considering its options for rationalisation of its indoor leisure stock by potentially closing the Ongar Leisure Centre. This Centre is within a 20-minute drive time for Brentwood Borough residents and, if closed, is likely to increase demand for the sports halls in Brentwood Borough.

6.3 Sports Hall Accessibility

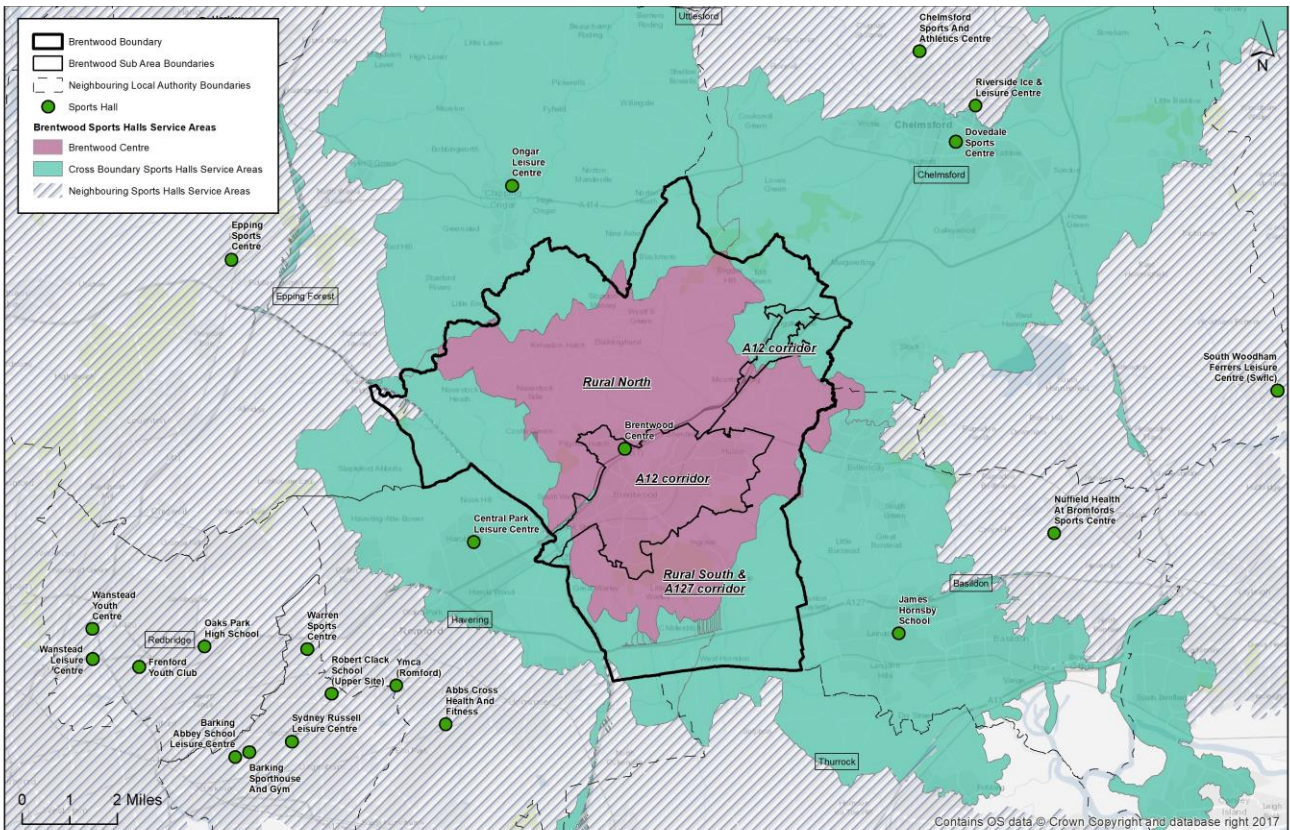
DRIVE TIME AND CROSS BORDER ANALYSIS

- 6.3.1 The volume of sports hall space (expressed in courts) is 7.30 courts per 10,000 residents (2017 data), which is higher than the England Average and higher than the same figure for every neighbouring local authority. While this is important, it is also key to understand the accessibility of facilities that have regular and secure community use.
- 6.3.2 Figure 6.1 overleaf shows that all the Main Halls in the Borough, apart from Woodlands School Hutton Manor, are located within the A12 Corridor sub area. Figure 6.2 (also overleaf) shows the catchment analysis for the Brentwood Centre, which is the only Main Hall in the Local Authority that has been identified as having 'pay and play' community use.

Facility Strategy



Sports Halls by community use availability and number of courts in Brentwood



Sports Halls with pay and play access service areas in Brentwood (up to 20 minutes drive time)



- 6.3.3 It should be noted that residents and participants typically do not choose to use facilities based on the local authority they fall within. Rather, they look to use facilities for reasons such as affordability, accessibility and overall experience. This means that, while it is important to understand the access to facilities within the Local Authority, we should undertake analysis where Brentwood Borough is not treated as an Island.
- 6.3.4 With this in mind, Figure 6.2 on the previous page illustrates that a large proportion of those residents who fell outside of the Brentwood Centre catchment fall into the service areas of other leisure facilities in neighbouring local authorities. These facilities include Ongar Leisure Centre (Epping Forest), Dovedale Sports Centre (Chelmsford), James Hornsby School (Basildon) and Central Park Leisure Centre (Havering).

6.4 Sports Hall Supply and Demand Analysis

- 6.4.1 Sport England's Facility Planning Model (FPM) provides an assessment of the demand for sports halls in the study area, including authorities which border Brentwood Borough, as shown in the strategic context section of this report. This part of the assessment can then be considered alongside the supply audit to answer the following key questions;
- To what extent does the existing supply of sports halls meet the current levels of demand from the resident population?
 - To what extent does the existing supply of sports halls meet the future demand, taking into account population increases in the Borough and the surrounding areas?
- 6.4.2 The key findings from the FPM analysis are identified below;

SUPPLY

- There are 13 sports halls in Brentwood, on 8 different sites, giving a total hall space supply of 56.3 courts. However, when taking account of public availability in the peak period, this supply is reduced to 41.3 courts. This supply equates to 11,279 visits per week in the peak period.
- Total court provision per 10,000 population is calculated at 7.3 courts per 10,000 population. This figure is well above the national average figure of 4.3 courts, as well as the regional average figure of 4.2 courts. It is also higher than any of Brentwood's neighbouring authorities, with Chelmsford having the next highest figure of 5.8 courts per 10,000 population.

DEMAND

- Demand for sports halls from residents of Brentwood is estimated at 4,636 visits per week in the peak period. This is calculated as equating to 21.3 courts when taking into account the 'comfort factor'.
- The percentage of residents without access to a car is estimated at 13.9% of the population, much lower than the national and regional average figures. This figure helps to understand how mobile the population is with regard to the ability to access halls outside a walking catchment.

SUPPLY AND DEMAND ANALYSIS

- This section only provides a 'global' view of provision and does not take account of the location, nature and quality of facilities in relation to demand; how accessible facilities are to the resident population (by car and on foot); nor does it take account of facilities in adjoining boroughs. These are covered in the more detailed modelling set out in the following sections (Satisfied Demand, Unmet Demand and Relative Share).
- The outputs indicate that the supply of sports halls in Brentwood is approximately double the demand for sports halls from residents of Brentwood, indicating that taking Brentwood as an 'island' there is more than adequate supply to meet the demand for hall space from residents. This output does not take account of cross boundary movements of people to access facilities in neighbouring authorities (so called 'import/export' outputs).
- When looking at the regional and national figures, there is usually a much closer relationship between supply and demand. At a national level demand equates to approximately 90% of overall supply.

SATISFIED DEMAND

- The high level of supply when compared to demand for sports halls in Brentwood, means that 95.2% of demand can be met in the peak period. This figure is above the national average (90.7%), and the regional average (91.1%).
- 84.4% of this demand is met by facilities in the Brentwood borough area, with only 15.5% (or 685 visits per week in the peak period) being exported to facilities outside Brentwood. Brentwood has a lower level of retained demand compared to Basildon (86%) and Chelmsford (86%), and a higher level of exported demand – 1% more than Basildon and 5% more than Chelmsford.

UNMET DEMAND

- Unmet demand for sports halls from Brentwood residents equates to only 4.8% of total demand, or just 222 visits per week in the peak period. This is equivalent to just one badminton court, and virtually all this unmet demand is from people who live outside the catchment area of a hall and do not have access to a car. Only 0.2% of unmet demand is due to a lack of capacity at existing halls.

USED CAPACITY

- Only 40.5% of capacity of sports halls in Brentwood are utilised during the peak period, a much lower figure than the national average of 66.1% and the regional average of 64.5%, reflecting the high levels of supply in comparison to demand from Brentwood residents.
- The figure is also lower than any of the neighbouring authorities, which range from 54.2% in Chelmsford, to 64.8% in Thurrock.
- The Brentwood Centre has the highest levels of utilised capacity at 55%, though this figure is still below the national/regional average.
- The lowest level of utilised capacity is estimated to be at the Anglo European

School, where only 25% of capacity is utilised in the peak period.

- 839 visits per week in the peak period are imported from residents of neighbouring authorities (which equates to 19.3% of all visits to halls in Brentwood).

LOCAL SHARE

- Local Share is the available capacity that can be reached by the residents of an area divided by the demand for that capacity in the area. A value of 1 means that the available capacity matches demand. A value below 1 indicates that the available capacity is less than demanded, whereas a value above 1 indicates that the available capacity is greater than demanded.
- The figure for this is 2.4 (Demand:4636 and Supply:11,279)
- The residents of Brentwood enjoy excellent access to sports hall provision, above national/regional average figures and above all neighbouring authorities.

6.5 Key Stakeholder Consultation

SPORTS CLUB CONSULTATION

- 6.5.1 As part of the demand assessment, all clubs who utilise sports hall facilities across the Borough were invited to take part in a consultation, to provide their views on the quality, quantity and accessibility of facilities across the Borough.
- 6.5.2 The consultation identified a number of key themes as identified below. The detailed survey response summary is included within the Technical Appendices.
- There are limited options of sports hall hire for community clubs. There needs to be an increased number of multi-sport venues that offer internal and external playing areas with a classroom option, plus clean and modern changing areas.
 - With the exception of Becket Keys School, the hire charges are excessive, which makes it difficult to sustain teams at sensible prices.
 - Better access to funding or a dedicated centre (cited by Brentwood Trampoline Club) creating the opportunity to offer more flexible services to a wider target market.

NGB CONSULTATION

- 6.5.3 Consultation with NGBs has been undertaken to determine the strategically important facilities in the Borough, and to identify future plans for growth of each sport. The findings are summarised below:
- Badminton England does not see Brentwood as a priority for badminton facilities. The NGB stated that there is surplus court space in Brentwood – particularly at the Brentwood Centre, where there is a lack of demand.
 - Archery GB and British Gymnastics did not specify any requirement for Archery nor Gymnastics within the Brentwood area.
 - England Volleyball explained that Brentwood falls within the Essex and East London Investment Zone. This is a programme that identifies and facilitates partnership working between sports to increase participation. In Essex, an overarching desire to grow casual cricket and social volleyball resulted in partnership working between England Volleyball and Essex County Cricket Board. The two sports are planning to

extend the programme across the county and would welcome the opportunity to utilise new facilities. The Brentwood Volleyball Club has previously investigated the use of the Brentwood Centre but found hall hire unaffordable.

- Essex cricket see Brentwood as a key area for developing cricket. This is primarily due to the strong club and school cricket community, but also the transport network to the whole country from the Brentwood area. Essex Cricket strategic facility plan for the future involves focusing on the provision of indoor cricket, to provide a 12-month all year around playing offer. Essex Cricket believe there is a good opportunity for indoor Cricket in the Brentwood area, as there is currently no indoor centre for training. Essex Cricket highlighted that the Brentwood Centre would provide a great environment for Women and Girls, Ability Wheelchair Cricket and Schools Programmes along with the over 50's walking cricket linked into casual access to the game.
- Essex Cricket also stated that utilising the current 6 community halls across the borough could be beneficial, stating this could work well for Women and Girls, Table Cricket, over 50's, all of which are the street versions of the game that have high community impact and engagement.
- Essex Dodgeball, which is part of Winger Sports Academy Ltd, stated that the Brentwood is one of its priority areas. It believes the Brentwood Centre to be affordable and provide good availability for their local clubs, and is well located for the current sports needs in the area.
- For Dodgeball, there is a high percentage of potential to grow the sport in the Brentwood area and that the current provision of facilities in Brentwood meet the club needs. Essex Dodgeball are currently looking for financial investment for future facility developments, with an aim to increase demand for Dodgeball in the area. Essex Dodgeball believe 4 of the 6 community halls across the borough are suitable for the delivery of their sport, apart from the facilities at Hutton Popular Hall and Lodge, as they are not suitable for Dodgeball.
- Essex Leopards reported that the Brentwood Centre is well suited and well located for their current sporting needs. Although, the availability during week nights for training is limited at the centre. The Essex Leopards stated that to grow basketball significantly in the area a second venue is required (i.e. a sports centre with some spectator seating) to allow for all games to be played in Brentwood; some games are currently played in Harlow (which is a 30-minute drive from Brentwood). The club would be interested in utilising the 6 community halls across the borough, to host training for u18s, providing that any of these have suitable facilities for basketball.
- Essex Netball believes there is limited availability at the Brentwood Centre and that hire charges are unaffordable. Essex Netball explained that the current provision in the area does meet the current requirements for the sport. This is due to the sites in Chelmsford and Southend, however there isn't a league in Brentwood. Essex Netball plans to increase participation and improve accessibility to appropriate venues across the Borough, to enable facilities to host camps and courses.
- According to Table Tennis England, the majority of facilities used by Brentwood Table Tennis clubs are not centred on Brentwood. Developing strong relationships

with schools to be able to use their facilities and create strong beneficial relationships is a desire for the local league, but volunteer development is needed to enable partnerships to be progressed.

- Great Britain Wheelchair Rugby are only aware of the Brentwood Centre, which appears to be reasonably accessible from a disability sport perspective. The cost of facility hire to a club that only needs a couple of hours per week is expensive and it would need to rely on a negotiated rate, once a club became a permanent fixture, in order to be sustainable. There is a need for a club in Essex, and Brentwood would be a good place to grow that club from, given the initial interest shown. Wheelchair Rugby chairs will need storage at the facility. There is the possibility to work with Chavasse VC House in Colchester in regard to storage and transportation.

6.6 Future Needs Assessment

- 6.6.1 Using the Sport England Facility Calculator (SFC), the future demand for sports halls can be estimated using projected population increase in a given area. More information on the SFC, including details on how the model calculates the demand for facilities, can be found on the Sport England website; <http://www.sportengland.org/sfc>
- 6.6.2 The SFC provides a quantitative estimate of future need, however unlike the FPM the SFC does not identify specific locations for future provision. This will need to be informed by consultation with key stakeholders, catchment analyses of existing facilities and an analysis of the location of new housing development.
- 6.6.3 Table 6.2 illustrates how the additional projected population is likely to increase the overall need for sports hall facilities across the study area.

Figure 6.2: Sports Hall projected demand

Total 2018 Population	Existing peak time sports hall space (courts) in 2018	Required peak time sports hall space (courts) in 2018	Over/ under supply (courts)
77,357	41	21.3	19.7 over-supply
Total 2033 Population	Existing peak time sports hall space (courts) in 2018	Required peak time sports hall space (courts) by 2033	Over/ under supply (courts)
92,479	41	25	16 over-supply

- 6.6.4 Table 6.2 illustrates that there is a projected surplus of sports hall space by 2033. This projected surplus should be considered alongside the FPM analysis, which indicates that the existing stock of hall provision is dominated by the Brentwood Centre and education facilities, which has varying levels of availability and security.
- 6.6.5 There is a large amount of provision present within the A12 corridor sub area, with only Woodlands School Hutton Manor being situated outside of this. The issue of location is present also when considering a 20 minute drive time of provision of the Brentwood Centre, where there is one main hall and one activity hall which host numerous sports,



which currently meets the largest amount of demand within Brentwood. In terms of the Anglo European School, situated to the North East of the study area, this is the only facility present to meet a substantial amount of demand from across the rural north, A12 corridor and Rural south sub area, however there is only private use available meaning the community access is reduced, and the sub area receives consequent reduction in provision.



7 Needs Assessment – Health & Fitness

- 7.1.1 This section contains a summary of the findings from the needs assessment work for Health and Fitness facilities. For the purpose of this study, Health and Fitness (H&F) facilities are dedicated areas with equipment and machines used for physical activity. They are made up of a number of ‘stations’ which is an area that typically houses a piece of equipment. For the purpose of this study a station is defined as 1.5 m².
- 7.1.2 This assessment considers H&F facilities with 20 stations or more. Where possible this includes all facilities across the study area, including budget’ gym’s, however due to the volatility of the market and the likelihood of new facilities opening and closing during the delivery of this project, the audit is unlikely to be fully comprehensive.

7.2 Supply Assessment

QUANTITY ASSESSMENT

- 7.2.1 There are currently 9 H&F facilities across the study area, consisting of local authority, education and privately-operated facilities. Of these facilities, 7 have over 20 pieces of equipment and all these facilities also have one or more exercise studios.

Table 7.1 – Health & Fitness Facility Audit

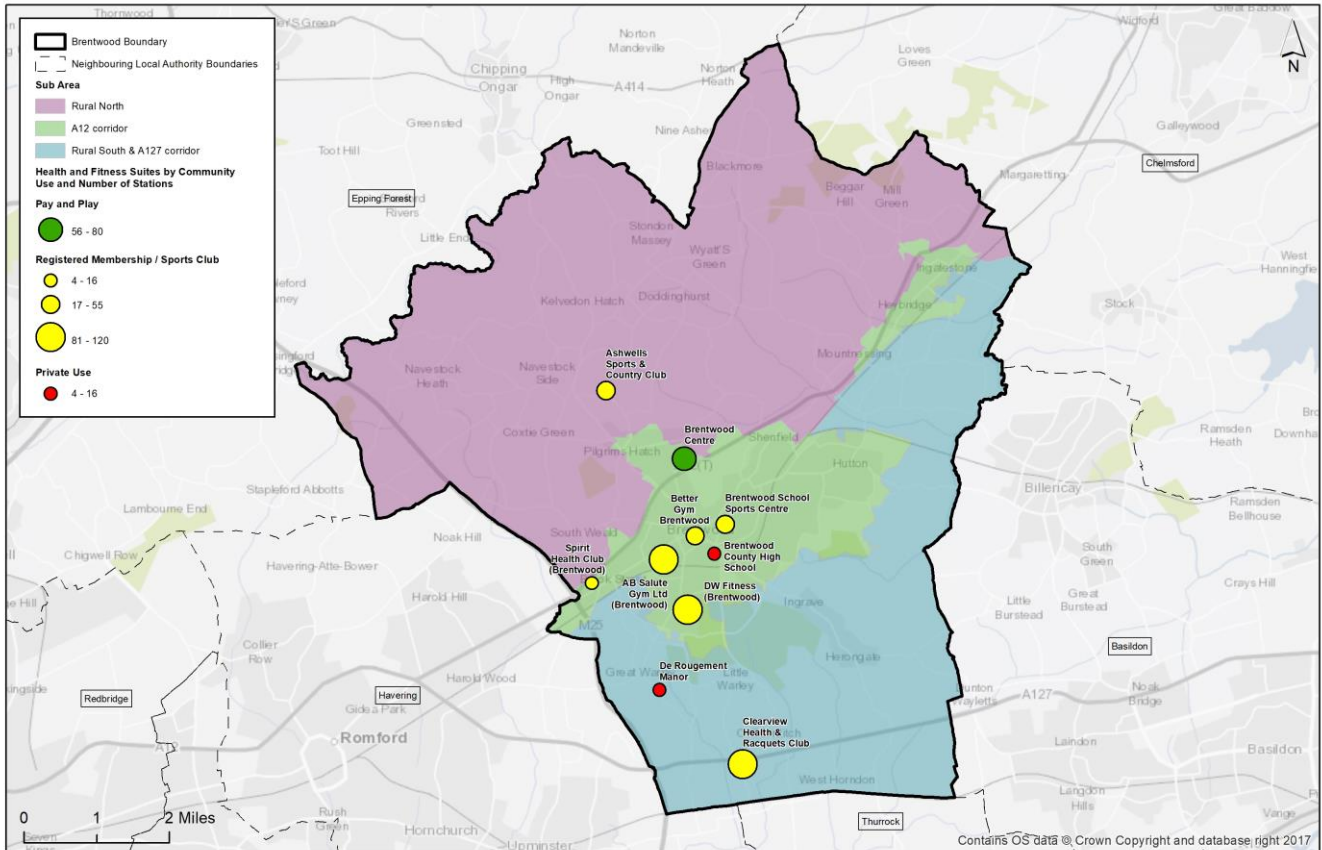
Facility	No. of Stations (Exercise Studio)	Ownership Type	Management Type	Access
AB Salute Gym Ltd	100 (1)	Commercial	Commercial Management	Membership
Better Gym Brentwood	55 (1)	Commercial	Commercial Management	Membership
Ashwell’s Sports & Country Club	36 (1)	Commercial	Commercial Management	Membership
Brentwood Centre	80 (2)	Local Authority	Trust	Pay and Play
Brentwood School Sports Centre	40 (2)	Independent School	School (in house)	Membership and Club
Clearview Health and Racquets Club (Virgin Active)	110 (3)	Commercial	Commercial Management	Membership
De Rougement Manor	12	Commercial	Commercial Management	Private
DW Fitness First	120 (2)	Commercial	Commercial Management	Membership
Spirit Health Club	16	Commercial	Commercial Management	Membership

7.3 Health and Fitness Accessibility

DRIVE TIME AND CROSS BORDER ANALYSIS

- 7.3.1 The Sport England Facility Planning Model is not available to use for Health & Fitness facilities, however supply and demand modelling has been undertaken by the Consultancy Team, alongside catchment area mapping for relevant facilities across the study area.
- 7.3.2 Figure 7.1 overleaf shows the location of all health fitness suites in the borough. The majority of sites are located in the A12 Corridor sub area. The only suite with 'pay and play' access is at the Brentwood Centre, but the largest suites (AB Salute Gym, Clearview Heath and Rackets Club and DW Fitness First are accessible via a membership only.
- 7.3.3 Also displayed overleaf, Figure 7.1 shows the catchment analysis for H&F facilities in the local authority. The graphic illustrates the unique catchment areas for the 'pay and play' accessible facility – the Brentwood Centre. The catchment area analysis indicates that while the majority of the local authority falls within the catchment area of the Brentwood Centre in Brentwood Borough, the remaining residents are serviced by Central Park Leisure Centre (Havering) and Dovedale Sports Centre (Chelmsford).
- 7.3.4 It should be noted, however, that residents in these areas are likely to travel to commercial H&F facilities if they fall outside of the catchment of a pay and play facility. A more detailed analysis of the supply and demand for H&F facilities will be provided in the following section.

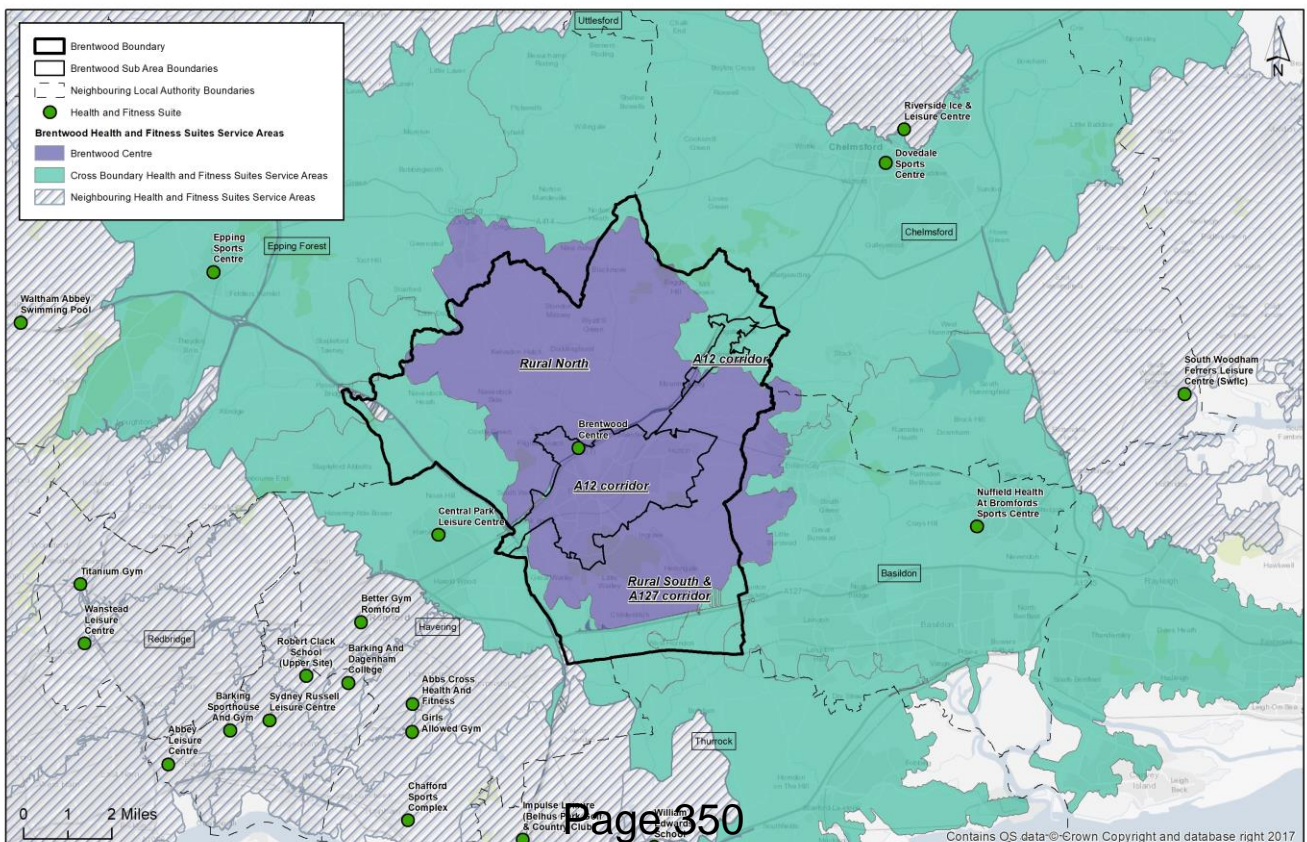
Facility Strategy



Health and Fitness Suites by community use availability and number of stations in Brentwood



Figure 7.2: Health and fitness drive-time catchment analysis



Health and Fitness Suites with pay and play access service areas in Brentwood (up to 20 minutes drive time)



7.4 Health and Fitness Supply and Demand Analysis

7.4.1 The supply and demand modelling used as part of this project provides an assessment of the demand for H&F in the study area, including neighbouring authorities with Brentwood Borough, as shown in the strategic context section of this report.

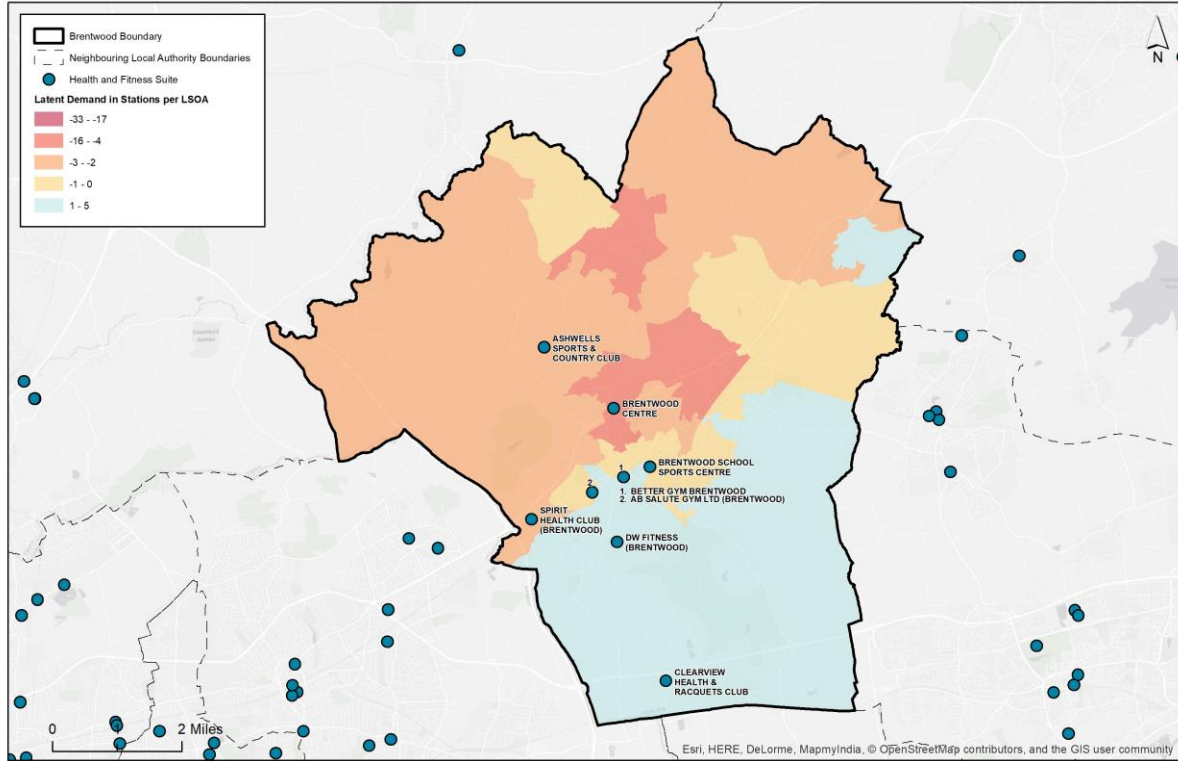
7.4.2 This part of the assessment can then be considered alongside the supply audit to answer the following key questions;

- To what extent does the existing supply of Health and Fitness facilities meet the current levels of demand from the resident population?
- To what extent does the existing supply of Health and Fitness facilities meet the future demand, taking into account population increases in the Borough and the surrounding areas?

7.4.3 Figure 7.3 overleaf provides a spatial analysis of the supply and demand of H&F facilities in Brentwood Borough, which should be considered alongside the headline figures for 2018 and 2033 below. This analysis assumes that all supply remains static, but takes into consideration the projected change in demand, caused by the predicted population growth.

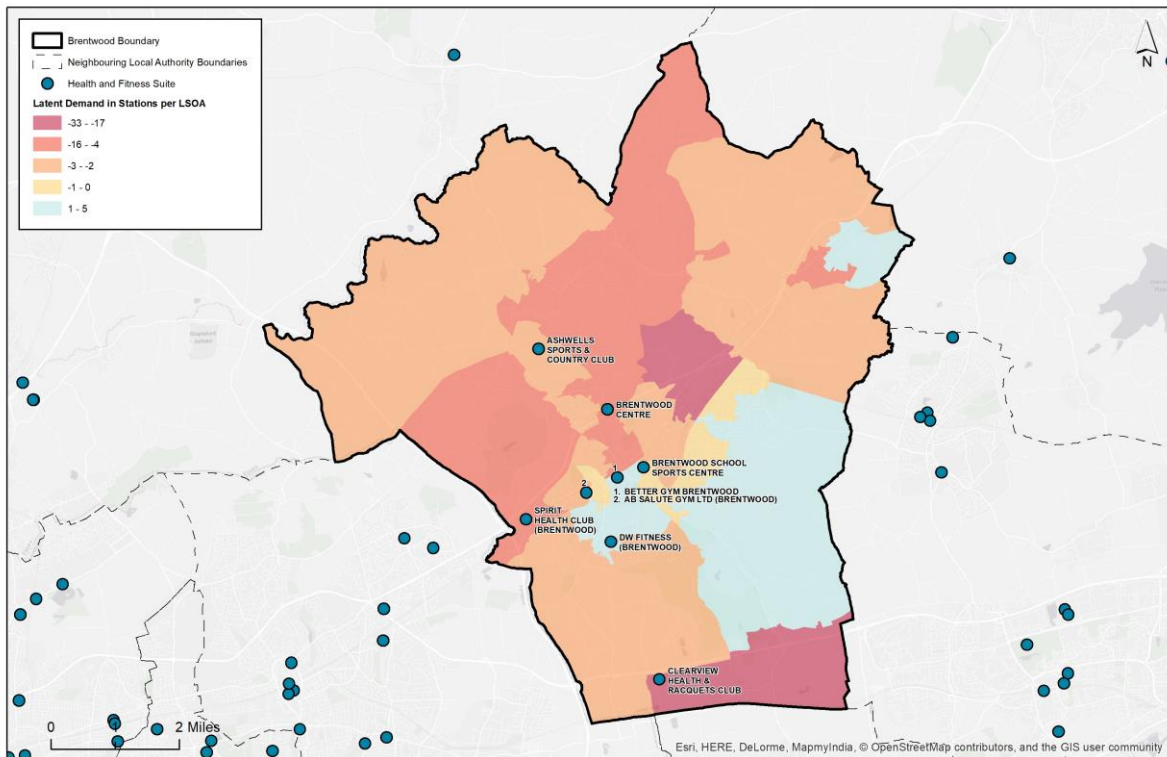
- There is a deficit identified in the 2018 modelling for the borough as a whole by 38 stations.
- When all supply across the study area is considered and this is compared to the projected demand for 2033, there is a deficit of Health & Fitness provision of 115 stations.
- Although there is an overall deficit of provision, the spatial analysis shows that certain areas near the southern and east boundary have a surplus of H&F provision in 2018 and 2033.

Figure 7.3: H&F Supply & Demand assessment – 2018



Health and Fitness Suites latent demand in stations per lower super output area in Brentwood (2018)

Figure 7.4: H&F Supply & Demand assessment – 2033



Health and Fitness Suites latent demand in stations per lower super output area in Brentwood (2033)

8 Key Issues and Recommendations

- 8.1.1 This section brings together the needs analysis for each of the key facility types, to set out the key issues and recommended approach for Brentwood Borough Council and partners,
- 8.1.2 To achieve its planning aims, Sport England has established a number of planning objectives, which seek to;
- **Protect** sports facilities from loss as a result of redevelopment
 - **Enhance** existing facilities through improving their quality, accessibility and management
 - **Provide** new facilities that are fit for purpose and meet demands for participation now and in the future
- 8.1.3 The following sections summarise the key findings for each of the facility types, as well identifying what this means, using the Protect, Enhance, Provide framework.

8.2 Swimming Pools

- 8.2.1 The key findings from the Swimming Pools section have been identified below;
- The outputs for the National Facilities Audit for Swimming Pools (2017) indicate that residents of Brentwood enjoy an excellent supply of swimming pool provision, with a good choice of facilities that are well located to meet almost all the demand generated.
 - Supply is calculated at 1317m² of water space, taking into account the overall figure being scaled down to take account of public availability in the peak period, whilst overall water space provision per 1,000 population is significantly higher than regional/average figures.
 - This supply is almost double the calculated demand for swimming pools, calculated at 813 visits per week in the peak period (vpwpp), taking into account the 'comfort factor'.
 - Unmet demand is calculated at only 159 visits per week in the peak period, just 3.2% of total demand, and is largely made up of people who have no access to a car and live outside the walking catchment area of a facility (81.9%). There is virtually no unmet demand due to a lack of capacity at existing facilities, equating to just 0.2% of all unmet demand.
 - The relatively high levels of supply when compared to demand for facilities means that pools in Brentwood have low levels of utilised capacity. On average pools are only using 46.2% of their capacity during the peak period, though there are wide variations between different facilities with regard to utilised capacity, ranging from 82% at Brentwood School Sports Centre, to 23% at Woodlands School.
 - The above outputs result in residents enjoying high levels of choice when considering swimming pools, with available capacity exceeding demand. Even high levels of imported demand from residents of adjoining boroughs does not result in pools in Brentwood reaching capacity in the peak period.
 - The Brentwood Centre is the key facility providing swimming pool provision, with a

capacity of 3132 visits per week in the peak period, accounting for approximately 23.7% of all capacity within the borough.

- The excellent provision of swimming pools in the borough means that there is no strong argument for additional supply, provided existing facilities remain open and accessible to the local community during the peak period. Future investment may be best directed at improving the quality of existing facilities through refurbishment.

PROTECT, ENHANCE AND PROVIDE RECOMMENDATIONS

8.2.2 Taking into consideration the key findings, the following swimming provision is recommended to be **PROTECTED**;

- The supply for swimming provision is currently higher than demand, however there is a need to maintain at least existing quantity of water space to meet the projected demand for swimming up to 2033 and beyond
- This may however lead to re-provision of some swimming pools based on their age, condition and location. It should be noted that it is the quantity of water space that needs to be protected and not necessarily the individual pools themselves, as it may be decided that facilities are better provided elsewhere and within high quality new or refurbished leisure centres.

8.2.3 The site assessment and analysis, along with operator and user consultation ensures that the following facilities should be **ENHANCED**;

- St Peter's Primary School has plans to convert its Lido into an indoor pool for community and school use. It is recommended that swimming provision is enhanced as part of this development, with high quality water space

8.2.4 The study has identified that the local authority, in collaboration with key stakeholder, should look to **PROVIDE** the following swimming pool provision;

- The supply and demand analysis has illustrated that no further provision is required for Swimming Pools, over and above the existing level of provision. The focus should instead be on improving the quality and accessibility of the existing facility stock and ensuring that swimming pool provision is located in areas ensure the greatest possible number of residents can access the facilities.

8.3 Sports Halls

8.3.1 The key findings from the Sports Hall needs assessment have been identified below;

- The outputs for the National Facilities Audit for Sports Halls (2017) indicate that residents of Brentwood enjoy an excellent supply of sports hall provision, with a good choice of facilities that are well located to meet most of the demand generated.
- Supply is calculated at 41.3 courts, taking into account the overall figure being scaled down to take account of public availability in the peak period, whilst overall court provision per 10,000 population is higher than regional/average figures.
- This supply is almost double the calculated demand for sports halls from residents of Brentwood, which is calculated at 21.3 courts (with comfort factor added).
- Unmet demand is calculated at only 222 visits per week in the peak period, only

4.8% of total demand, and is largely made up of people who have no access to a car and live outside the walking catchment area of a facility. There is virtually no unmet demand due to a lack of capacity at existing facilities.

- The relatively high levels of supply when compared to demand for facilities means that halls in Brentwood have low levels of utilised capacity. On average halls are only using 40.5% of their capacity during the peak period, and no facility experiences full capacity in this period.
- The above outputs result in local residents enjoying high levels of choice when considering sports hall provision, with available capacity exceeding demand.
- The Brentwood Centre is the key facility providing sports hall provision, with a capacity of 2730 visits per week in the peak period, accounting for approximately 24% of all capacity within the borough. It is also the most used facility in the borough with 55% of capacity in the peak period utilised.
- The excellent provision of sports halls in the borough means that there is no strong argument for additional supply, provided existing facilities remain open and accessible to the local community during the peak period. Future investment may be best directed at improving the quality of existing facilities through refurbishment.

8.3.2 Taking into consideration the key findings, the following sports hall provision is recommended to be **PROTECTED**;

- The supply for sports hall for community use is at a surplus when compared with demand, for both 2018 and 2033. However, therefore there is a need to, at the very least, protect quantity of 'pay and play' supply. It should be noted that this does not necessarily mean the provision at the existing sites should be protected, as this re-location of facilities is not discouraged, to ensure the residents of the Borough have improved accessibility to high quality facility provision
- Education provision at sites such as Brentwood School, Beckett Keys, St Martins, Anglo European, Woodlands, Brentwood County High and Shenfield schools are critical to the overall supply and demand of sports hall provision in the Borough. It is therefore important that community use is protected through secured Community Use Agreements (CUA's). Where CUA's are not possible (in the case of schools being owned by Private Trusts), it is important that the Local Authority work with local clubs to support them in their pursuit of long-term security of tenure at sites

8.3.3 The site assessment and analysis, along with operator and user consultation ensures that the following facilities should be **ENHANCED**;

- Sport club and NGB consultation show a lack of sport hall availability at peak times. It is recommended that the security of tenure at Brentwood Ursuline Convent High School be enhanced, as it currently has private use only. Therefore, work with the School to arrange for clubs to access the facility at evening and weekends

8.3.4 The study has identified that the local authority, in collaboration with key stakeholders, should look to **PROVIDE** the following sports hall provision;

- To meet the projected needs of Brentwood Borough residents over the period of this strategy, it is recommended that options are explored to increase the provision of

pay and play facilities across the Local Authority. This should be pursued through a combination of the development of new facilities, alongside the increased supply of 3rd party facilities (education facilities), through formal community use agreements. This should include the agreement of CUA's for new education facilities currently being planned, especially regarding the Dunton Hills Garden Village residential development.

- The exact location of this proposed facility should be determined by a detailed feasibility study.

8.4 Health and Fitness

8.4.1 4global have carried out a latent demand analysis for indoor sports provision, detailing the level of latent demand within Brentwood, dependent upon a number of key factors.

8.4.2 Figure 7.5 below highlights the process undertaken.

Figure 7.5: Latent Demand process



8.4.3 The key findings from the Health and Fitness needs assessment have been identified below;

- There is a deficit identified in the 2018 modelling for the borough as a whole by 38 stations.
- When all supply across the study area is considered and this is compared to the projected demand for 2033, there is a deficit of Health & Fitness provision of 115 stations.
- Although there is an overall deficit of provision, the spatial analysis shows that certain areas near the southern and east boundary have a surplus of H&F provision in 2018 and 2033.

8.4.4 Taking into consideration the key findings, the following Health & Fitness provision is recommended to be **PROTECTED**;

- The supply for sports hall for health and fitness indicates a small deficit in 2018, which is projected to increase by 2033. It is therefore recommended that all facilities within local authority control are protected
- The H&F suites at the Brentwood Centre are key facilities to meet the demands of residents, therefore any future development will need to provide the scale and accessibility of facilities that ensure residents in the borough meet the local demand for health and fitness.

8.4.5 The site assessment and analysis, along with operator and user consultation shows that there are no facilities that should be **ENHANCED**.

8.4.6 The study has identified that the local authority, in collaboration with key stakeholder, should look to **PROVIDE** the following H&F provision;

- To meet the projected needs of Brentwood Borough residents over the period of this strategy, it is recommended that options are explored to increase the provision of H&F facilities across the Local Authority. This should be pursued through a combination of the development of new facilities in Rural North, A12 Corridor and the Rural South & A127 Corridor where the largest deficit is projected to be located aligned to the Dunston Hills Garden Village residential development.
- This should include the agreement of CUA's for new H&F linked education facilities currently being planned linked to the Dunton Hills Garden Village residential development.
- The exact location of any new H&F facilities should be determined by a detailed feasibility study.

8.5 Overall Recommendations

- 8.5.1 In addition to the specific recommendations identified above, there is also a need to address a small number of more general recommendations, which will improve the overall provision of built sports facilities across the Local Authority;

RECOMMENDATION 1: WORK WITH RELEVANT EDUCATION PARTNERS TO REVIEW, REVISE AND IMPLEMENT COMMUNITY USE AGREEMENTS (CUA'S), TO INCREASE THE AVAILABILITY OF SPORTS FACILITIES BASED AT EDUCATION SITES

- 8.5.2 The study has identified that while there are a significant number of facilities located at education sites across the Borough, there is limited community use and where this does occur, it is not secured by a long-term CUA. The trend across the sector in this area is worsening, with education facilities become less available. It is therefore imperative that the Local Authority works with education partners to address this.
- 8.5.3 If this is not achievable, then further Local Authority and NGB investment will be required, to create facilities that are available for the community use during periods of peak demand.

RECOMMENDATION 2: SEEK TO SECURE S106 CONTRIBUTIONS THAT CAN CONTRIBUTE TO THE DEVELOPMENT OF NEW FACILITIES, AS WELL AS THE REFURBISHMENT OF EXISTING FACILITIES.

- 8.5.4 Given the scale of the proposed development (housing, retail and industrial) across the Local Authority, there is a significant opportunity to negotiate developer contributions, to be allocated to new sports facility development, as well as the improvement of existing facilities.

RECOMMENDATION 3: ENSURE THAT ALL FUTURE DEVELOPMENT AND IMPROVEMENT IS UNDERTAKEN IN LINE WITH THE WIDER INDUSTRY PRIORITIES OF ADDRESSING INACTIVITY AND ENGAGING WITH HARD-TO-REACH GROUPS

- 8.5.5 Ensure all facility development meets the industry requirements associated with the 2015 DCMS 'Sporting Future' Strategy and the 2016 Sport England 'Towards an Active Nation' Strategy. In line with this strategic direction, facilities should be welcoming to hard-to-reach groups, be accessible for those that are currently inactive and meet the requirements of wider stakeholders such as Public Health England.
- 8.5.6 In addition, facility development should take into consideration the priorities and investment strategies of National Governing Bodies, as well as utilising funding streams available from these organisations.

RECOMMENDATION 4: DEVELOP A ROBUST MONITORING AND EVALUATION PROCESS FOR NEW AND EXISTING FACILITIES

- 8.5.7 It is imperative that, to demonstrate how sports facilities are performing and meeting local and national objectives, Brentwood Borough Council and associated stakeholders establish a robust monitoring and evaluation framework process for strategic built facilities.

- 8.5.8 This process should include capture of throughput data, the analysis of overall impact and a clear understanding of who is participating, when they are using facilities and what parts of the facility they are using.
- 8.5.9 As part of this process, evidence of impact can then be utilised to demonstrate to wider stakeholders, such as Sport England and DCMS, how facilities are performing and how the Council is engaging with hard-to-reach groups and 'inactives'.

RECOMMENDATION 5: UNDERTAKE A SUB-REGIONAL SPORTS FACILITY STUDY FOR THE WIDER STUDY AREA, INCLUDING A DETAILED NEEDS ASSESSMENT ASSOCIATED WITH MAJOR HOUSING DEVELOPMENT SCHEME'S SUCH AS THE DUNTON HILLS GARDEN VILLAGE PROJECT

- 8.5.10 Working at a sub-regional level with neighbouring Basildon and Havering Council's, commission a strategic study that looks at all sports provision and how the supply and demand for facilities will be influenced by major population growth in the area of the Dunton Hills Garden Village development.
- 8.5.11 Ensure that this study incorporates all typologies of sports provision, including the Playing Pitch Strategy that has been delivered in parallel to the BFS.
- 8.5.12 The feasibility should specifically consider the options and locations of new Health & Fitness provision to ensure the future projected deficit of 116 stations is delivered aligned to key areas of latent demand located South of the Rural South & A127 Corridor close to the Dunton Hills Garden Village development and also the A12 Corridor.

RECOMMENDATION 6: NEED FOR QUALITATIVE IMPROVEMENTS AT KEY SITES

- 8.5.13 As identified through club consultations, it is recommended that Shenfield High School, Brentwood Centre and Becket Key Church of England are supported in carrying out renovations and refurbishments to their current indoor sport provision.
- 8.5.14 It is recommended that there is a specific focus on improving the maintenance regime, disabled access and toilet facilities.

9 Future Investment Options

- 9.1.1 Having presented the recommended framework for future facility provision, this section provides an overview of the options emerging for Council, all of which need to be considered in the context of the strategic context identified at the start of the report, as well as the corporate objectives of the Council.
- 9.1.2 This evaluation of potential options and facility developments will require further analysis through detailed feasibility reviews and options appraisal for chosen facilities.

9.2 Emerging Options

FACILITY INVESTMENT

- 9.2.1 Throughout the needs assessment, recommendation and action plan, an evidence base has been developed, to be used to support future development proposals, both in terms of new build and refurbishment.

- 9.2.2 Table 10.1 below identifies the key facility investment opportunities and recommendations, which have been evaluated throughout this study and through consultation with key stakeholders. It therefore does not constitute an exhaustive list of all potentially needed investment opportunities across the Borough, but highlights some key suggested improvements based on this report's findings.
- 9.2.3 The action plan takes into consideration significant population growth areas such as the Rural South, along the A127 corridor, with the planned Dunton Hills Garden Village development that will provide a new community and service centre and see approximately 2,500 new homes delivered within the plan period to 2033.
- 9.2.4 Further evaluation such as detailed feasibility studies are required to define aspects such as facility mix, business plan and design, as referenced in the table.
- 9.2.5 The table has been split into the boroughs aforementioned sub-areas, to identify the requirements for specific spatial areas.
- 9.2.6 It should be noted that this table looks at strategic recommendations for major development and does not provide a site-by-site action plan. There are likely to be further, more basic developments and facility improvements that will need to be made to facilities. Further detail is provided as part of the site assessment and quality outputs in the main body of the report.
- 9.2.7 Table 9.1 also focusses on pay and play facilities, as these are the facilities that the Council and NGB's have the greatest influence on. They are also the only facilities that offer long-term security of use for residents.

Table 10.1: Built facility action plan

Sub-area	Sports and Strategic Facilities	Facility Issues	Investment Opportunities	Strategic Recommendations
A12 Corridor	Swimming – Brentwood Centre	This sub-area contains the largest supply of accessible swimming pool provision within the borough which services the whole borough and includes the only pay and play offer located at the Brentwood Centre. The Brentwood Centre which accounts for 23.7% of all swimming capacity during the peak period. There are no significant facility issues identified and there is currently a sufficient supply of swimming pools to cater for both the current and future demand for swimming.	N/A	<p>Protect and maintain the existing quality, availability and accessibility of swimming provision across the borough.</p> <p>The existing quantity of swimming provision should be protected and remain open, accessible and of sufficient quality to continue to support the current and future swimming demand during the peak period for the sub-area and the borough as a whole.</p>
	Health and fitness	The sub-area contains the largest supply of health and fitness provision servicing the borough. There is however a current deficit of - 38 stations across the borough which will increase to -115 stations by 2033.	Invest in new H&F provision to satisfy the current and future deficit in provision either by expanding existing facilities of investing in new sites.	<p>Protect the existing quantity, quality, accessibility and availability of existing facilities.</p> <p>Undertake a detailed feasibility study to identify optimal locations to increase H&F provision.</p>
	<p>Sports halls – Brentwood Centre.</p> <p>School sports halls:</p> <p>-Brentwood Ursuline Convent School</p>	<p>This sub-area contains 8 out of 9 sports halls located within the borough which service the whole borough. The Brentwood Centre is located within the sub-area and is the only community accessible pay-and-play facility with the largest sports hall court space accounting for 24% of all sports hall capacity during the peak period and is the most used facility with 55% capacity in the peak period.</p> <p>Education sports hall provision and community access at school sites (Brentwood School, Beckett Keys, St. Martins, Brentwood County High and Shenfield School) are critical to the overall supply and demand of sports hall provision in the borough</p> <p>The security of tenure at Ursuline Convent High school (currently private use only) should be enhanced to</p>	<p>Renovations and refurbishments to the indoor sports provision at Brentwood Centre, Beckett Key Church of England School and Shenfield High School. A specific focus on improving the maintenance regime, disabled access and toilet facilities.</p>	<p>Protect and maintain the existing quality, availability and accessible of sports hall provision across the borough.</p> <p>Enhance the maintenance regime, disabled access and toilet facilities at the Brentwood Centre, Beckett Key School and Shenfield School.</p> <p>Protect the community use of school sports halls through secured Community Use Agreements (CUA's) and increase the provision of community accessible pay and play through these agreements.</p> <p>Where CUA's are not possible (due to private trust ownership) BBC should work with relevant NGB's and clubs to secure long-term security of tenure at school sites.</p>

Sub-area	Sports and Strategic Facilities	Facility Issues	Investment Opportunities	Strategic Recommendations
		enable community use on evenings and weekends.		
Rural North	Swimming – St. Peters Primary school Lido	No significant facility issues identified due to sufficient access to facilities in the borough. St. Peters primary school has plans to convert its Lido into an indoor pool for community and school use.	Support the conversion of the Lido at St. Peters Primary school into a community accessible pool.	Enhance the swimming provision at St. Peters primary school with the conversion of the outdoor lido into a high quality indoor community accessible pool.
	Health and fitness	There is minimal existing provision within the sub-area but current and future latent demand has been identified which will be serviced by enhanced provision to the H&F facilities in the A12 Corridor sub area.	N/A	Protect the existing quantity, quality, accessibility and availability of existing facilities.
	Sports halls – Anglo European School	Education sports hall provision and community access at school sites such as the Anglo European school is critical to the overall supply and demand of sports hall provision in the borough and servicing the North of the borough.	N/A	Protect the community use of school sports halls through secured Community Use Agreements (CUA's).
Rural south & A127 corridor	Swimming	No significant issues identified due to sufficient supply and access facilities elsewhere in the borough.	N/A	N/A
	Health and fitness	There is minimal existing provision within the sub-area but significant future latent demand has been identified located to the South of the sub-area linked to the Dunton Hills Garden Village development.	Invest in new H&F provision to satisfy the current and future deficit in provision either by expanding existing facilities or investing in new sites.	Protect the existing quantity, quality, accessibility and availability of existing facilities. Undertake a detailed feasibility study to identify optimal locations to increase H&F provision linked to the Dunton Hills Garden Village development. This should include the CUA of H&F facilities located on new planned education sites.
	Sports halls – Woodland School Hutton Manor.	Education sports hall provision and community access at Woodland School Hutton Manor is critical to the overall supply and demand of sports hall provision in the borough and should be protected.	N/A	Protect the community use of school sports halls through secured Community Use Agreements (CUA's). Include the agreement of CUA's for any new sports hall based education facilities planned as part of the Dunton Hills Garden

Sub-area	Sports and Strategic Facilities	Facility Issues	Investment Opportunities	Strategic Recommendations
				Village residential development.

- 9.2.8 It is important to have a strategic approach when considering the supply and demand of sports provision in Brentwood up to 2033.
- 9.2.9 As summarised in the report the planned Dunton Hills Garden Village development will provide significant development and see approximately 2,500 new homes delivered within the plan period to 2033. This significant growth will influence the requirement for sport and leisure provision over the life time of this strategy and should be taken into consideration as part of future development plans across the Borough.
- 9.2.10 To estimate the new facilities that will be required to meet the needs if this significant number of new residents, Sport England’s Sport Facility Calculator¹⁹ (SFC) has been utilised, taking into consideration the estimated population growth based on 2.4 residents per dwelling.
- 9.2.11 While the SFC is a valuable tool to estimate requirements for new provision, there are a number of key considerations in relation to a major project such as this;
- With the changing nature of sport and physical activity, the Dunton Hills development is likely to generate demand for a wide-ranging facility mix, to meet the needs of residents of different demographic groups and ages. It is therefore important to consider sports facilities other than swimming pools and sports halls
 - In line with Recommendation 5, further cross-boundary analysis is required to identify how the growing demand can be catered for and where facility investment should be allocated
 - The specific facility mix of any new sport and leisure facilities should be subject to detailed feasibility studies, considering aspects such as Active Design²⁰, multi-sport hub site development, generating maximum social benefit and targeting hard to reach and inactive residents.
- 9.2.12 Provision on the strategic allocations bordering Brentford would seek to service residents currently falling outside of the catchment area for facilities such as in Basildon and Havering Councils that fall outside of the current study area.

¹⁹ Sport Facility Calculator www.sportengland.org (Sport England: 2017)
²⁰ Sport England Active Design Guidance – www.sportengland.org (Sport England: 2017)

10 Delivering the Playing Pitch Strategy

- 10.1.1 To facilitate the development of sport and physical activity across Brentwood Borough, it is advised that the Steering Group continues to work together to deliver the recommendations defined as part of this strategy.
- 10.1.2 The success of a BFS will be determined by how it is used. It is recommended that the delivery of the strategy is led by the Council, with close support by the steering group that has been developed as part of this project.
- 10.1.3 It is also recommended to explore the opportunity for BBC to work closely with the Steering Group that is expected to be set up for the delivery of the 5 South Essex local authorities' PPS and prepare a joint feasibility study. This would be pertinent due to the local authorities forming part of ASELA, working closely on strategic planning, the South Essex and Brentwood PPS having similar strategic recommendations, the proposed Dunton growth area implications and the efficiencies and benefits associated with joint working for both the Council and other stakeholders.

SECURING ADDITIONAL OR IMPROVED SPORT PROVISION THROUGH DEVELOPMENT

- 10.1.4 In addition to the specific site by site recommendations identified throughout the needs assessment, it is also key that the strategy provides a clear approach to securing sports provision in the case new development, or utilising planning gain and Section 106 (S106) contributions to improve the quantity or accessibility of existing provision²¹.
- 10.1.5 It is important to note that for any contribution secured through S106 a clear and tailored approach is required to demonstrate how the contribution will be used to benefit residents. Specifically, the Built Facility Strategy's evidence base and action plan should be used to justify the need arising from the specific development and how these are to be met.
- 10.1.6 To estimate new facilities that will be required to meet the needs of residents from new developments, Sport England's Sport Facility Calculator ²² (SFC) can be utilised. An example of how the Sports Facility Calculator can be used to calculate the need for new sports provision arising from new development is included further below in this section of the report.
- 10.1.7 In addition to the new or improved facility provision that is identified, the cost for maintenance of new facilities should also be sought for both on-site and off-site provision.
- 10.1.8 Given the close working proximity between BBC, Thurrock Council, Basildon Council and LB of Havering Council, especially through the Dunton Hills Garden Village and West Horndon Industrial Estate projects, there will be instances where financial contributions

²¹ Please see Sport England's CIL & Planning Obligations Advice note for further detail on recommended approaches to this matter. See the Sport England website and Appendix K of this report.

²² Sport Facility Calculator www.sportengland.org (Sport England: 2017)

could be made on a cross-boundary basis, which will be dependent on the most appropriate way of meeting the needs of residents across the three local authorities. This may include developer contributions from within Brentwood Borough funding provision in adjacent local authorities. This is likely to be particularly relevant for the Dunton Hills project, as it may be pragmatic for facilities that meet the needs of Brentwood Borough residents to be developed in the neighbouring local authorities. In this case, cross-boundary contribution will allow high quality facilities to be developed in the locations that meet the greatest need, regardless of local authority area boundary.

- 10.1.9 Where additional sports facilities are required on-site, this may include requiring delivery through a planning policy and a masterplan approach for the whole area. This can ensure that enough suitable land is planned from the outset and provided at no cost. This is particularly important where there is a need for a large land-take associated with facilities.
- 10.1.10 Planning policy should seek to ensure that where sites are developed in phases or through multiple applications, and where sport provision is required on-site, that this provision is co-ordinated and delivered by the landowners/developers. In some circumstances, a single site for sports facilities serving all the development or all its phases can be required.
- 10.1.11 The timing and delivery of the sport facility should be considered in relation to development phasing to achieve a balance between ensuring provision is in place in time to meet the needs of the residents, avoiding pressure being placed on existing facilities, and the financial viability of the development.
- 10.1.12 Where there are separate developments in close proximity that taken together generate a need for a whole facility, contributions need to be made towards new facility provision or improving an existing facility. For new facilities, the planning policy therefore also needs to identify where that facility is to be located, how sufficient land is to be secured, and (where known) the individual developments that need to contribute to it. This also applies to where there is a need for a larger strategic facility serving a large catchment. This may require the developers to provide the land on-site or for the local planning authority to identify the land through the Local Plan process.

ASSESSING IF CONTRIBUTIONS ARE JUSTIFIED

- 10.1.13 The assessment steps to determine if a contribution is justified include;
- Identifying the development's expected population;
 - Assessing the demand and cost of meeting this demand from the development for different facility types, based on the additional population;
 - Identifying if the demand can be met by existing facilities (where these have sufficient capacity, are accessible, and of acceptable quality);
 - If the demand cannot be met by existing facilities, then use the local evidence base and/or consult with relevant stakeholders to find the best approach to meeting these needs;
 - Identifying the costs of the new or extended facility, or other quality

- improvements to increase an existing facility's capacity; and
- Then applying the costs proportionate to the development's population.

SECURING APPROPRIATE LAND PROVISION FROM NEW DEVELOPMENT

10.1.14 Suitable land needs to be provided by developments, in line with the guidelines below;

- Where the investment need is for a new facility to meet the demand directly generated by the population of the new development(s), then the developer is expected to meet all these costs. These include provision, maintenance and land costs
- Where the demand is for the majority (50% or more) of a facility, that is to be provided on site, suitable land will be provided by the developer at no cost, as well as the population-related proportion of the cost of the pitch
- Where the demand is for less than 50% of a facility, that is to be provided on-site, then suitable land needs to be planned into the development, however only a proportionate amount of this land will be provided for free and the remainder will need to be funded from other sources (e.g. from pooled contributions from other developments, from grants or other sources)
- Where the land cannot be provided for on-site because of proven master-planning constraints, financial viability or other relevant reasons, then the local authority may negotiate an appropriate alternative contribution, where this is S106 compliant.

10.1.15 In all cases, there may be reasons for the Council to choose to be flexible in how it applies these policies (e.g. where the need is for part of a facility the Council may require all the land but not ask for a contribution to its provision or maintenance). So long as this fits into a wider planned approach to ensure deliverability, and is S106 compliant

IDENTIFYING THE APPROPRIATE FACILITY FOR CONTRIBUTION

10.1.16 As identified in the policy context for this document, the Council will secure developer contributions where appropriate towards future sports infrastructure to support future development in accordance with Local Plan policies and the Infrastructure Delivery Plan. Developer contributions will primarily be sought through S106 agreements, but other funding sources may also be secured where possible. The Council will continue to work with partners and infrastructure providers in order to secure improvements to sport infrastructure to meet the future needs of the Borough.

10.1.17 In the case of S106 contributions, the following should be noted;

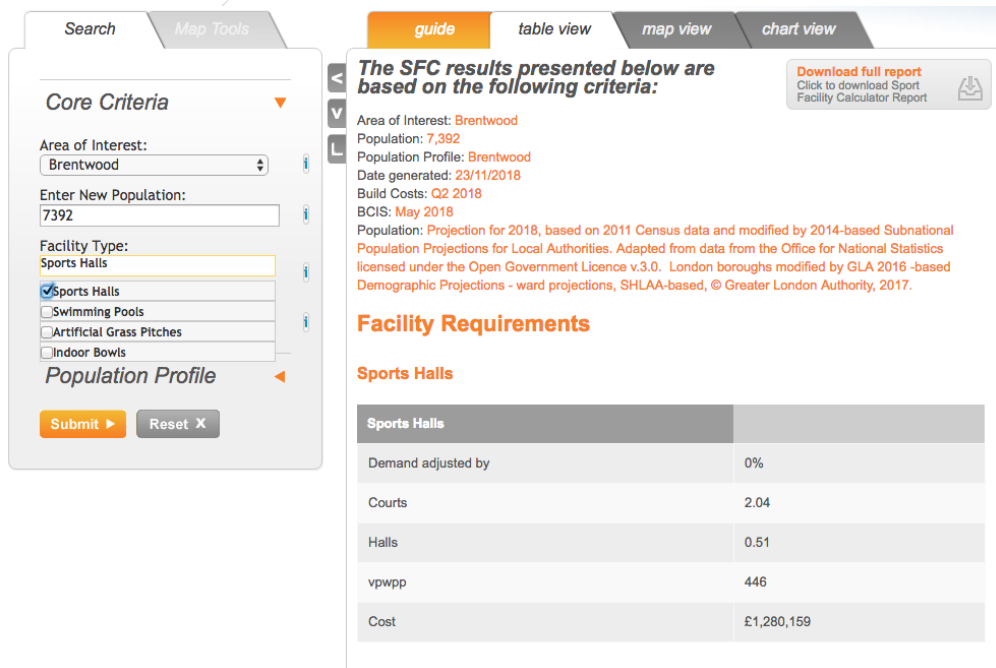
- No more than five contributions may be pooled towards the provision of any single infrastructure project or type of infrastructure
- Section 106 contributions must be directly related to the development in question, however the impact of any development can affect the wider community. This means that S106 contributions can be used to deliver improvements to facilities that are located some distance away from the

- development, such as a local town centre or major sports facility hub site
- Development that is funded through S106 contribution should be focussed on specific projects, identified through the strategic needs assessments (such as this Built Facilities Strategy) that have been issued by the Council.

CALCULATING CONTRIBUTIONS

- 10.1.18 The Sport Facility Calculator (Figure 10.1) should be used to calculate the amount of expected additional demand for they key community sports facilities (sports halls, swimming pools, artificial grass pitches, indoor bowls centres), that is generated by populations of new growth, development and regeneration areas. The SFC is designed to estimate the needs of discrete populations for sports facilities, created by a new community of a residential development.
- 10.1.19 It is important to highlight that the SFC looks only at demand for facilities and does not take into account any existing supply of facilities.
- 10.1.20 If the SFC is to be used, the Council should ensure that the most recent template is used, as financial data changes regularly, and that the population profile information used for the calculator is reviewed when new population data becomes available. Further support is available from Sport England as required.
- 10.1.21 Figure 10.1 below provides an example of how contributions can be calculated for new developments, using the significant Brentwood Borough associated with the Dunton Hills and West Horndon housing development projects as a case study. As shown, once the additional population expected from the proposed development is entered, and the facility type selected, the SFC provides the estimated additional facility provision that will required to satisfy the new demand and its cost.

Figure 10.1 Sport England Facility Calculator example, associated with the Dunton Hills and West Horndon housing development projects



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SOUTH ESSEX PLAYING PITCH STRATEGY DRAFT OVERARCHING STRATEGY AND ACTION PLAN

AUGUST 2018

QUALITY, INTEGRITY, PROFESSIONALISM

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SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

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SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

ABBREVIATIONS

3G	Third Generation (artificial turf)
AGP	Artificial Grass Pitch
ASC	All Stars Cricket
ASELA	Association of South Essex Authorities
BARLA	British Amateur Rugby League Association
BC	Bowls Club
CC	Cricket Club
CSP	County Sports Partnership
ECB	England and Wales Cricket Board
ECCB	Essex County Cricket Board
EH	England Hockey
FA	Football Association
FC	Football Club
FIFA	Fédération Internationale de Football Association
FIT	Fields in Trust
FPM	Facilities Planning Model
GIS	Geographical Information Systems
HC	Hockey Club
KKP	Knight, Kavanagh and Page
LDF	Local Development Framework
LMS	Last Man Stands
MUGA	Multi use games area
NGB	National Governing Body
NHS	National Health Service
NPPF	National Planning Policy Framework
PGA	Professional Golfers Association
PPG	Planning Practice Guidance
PPS	Playing Pitch Strategy
PQS	Performance Quality Standard
RFU	Rugby Football Union
RUFC	Rugby Union Football Club
S106	Section 106
SHMA	Strategic Housing Market Assessment
TGR	Team Generation Rate
TC	Tennis Club
U	Under

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

PART 1: INTRODUCTION

This is the overarching Playing Pitch Strategy (PPS) for the South Essex local authorities of Basildon, Castle Point, Rochford, Southend-on-Sea and Thurrock for the period 2018-2037. Knight Kavanagh & Page (KKP) has been commissioned by these councils, together with Essex County Council and Sport England, to assess outdoor sport facility needs across the individual areas, as well as considering these needs in a wider context across the region.

The output has been separate playing pitch needs assessments and strategies across the aforementioned authorities, with the findings fed into this document. The PPS for Thurrock was completed in 2016, with the remaining authorities being completed in 2018 as part of a joint project.

The focus of the overarching strategy is to provide clear direction to all partners so that together they can plan and develop a more modern, efficient and sustainable range of community based outdoor sports facilities, as well as identifying cross-cutting themes that can be addressed across local authority boundaries. This sits alongside the individual assessment reports and strategy and action plan documents, and also sits alongside an overarching Indoor Built Facility Framework and individual reports for the included local authorities. The inter-relationship between both the indoor and outdoor strategies must be noted as some sports covered by the PPS also use indoor facilities for matches or training.

The PPS for each local authority has been developed in accordance with Sport England guidance and under the direction of a steering group led by each council and including National Governing Bodies of Sport (NGBs). Each individual strategy is capable of:

- ◀ Providing adequate planning guidance to assess development proposals affecting outdoor sports facilities, as appropriate, directing open space contributions secured through development and informing and shaping local planning policy.
- ◀ Informing the protection and provision of playing pitches.
- ◀ Informing land use decisions in respect of future use of existing playing pitch areas and playing fields (capable of accommodating pitches).
- ◀ Providing a strategic framework for the provision and management of playing pitches.
- ◀ Supporting external funding bids and maximising support for playing pitches.
- ◀ Providing the basis for ongoing monitoring and review of the use, distribution, function, quality and accessibility of playing pitches.

It is important that there is regular annual monitoring and review against the actions identified in both the individual and overarching strategies. This should be led by all of the invested local authorities and supported by the Steering Group. As a guide, if no review and subsequent update has been carried out within three years of each PPS being signed off, Sport England and the NGBs will consider it to be out of date.

If each PPS is used as a 'live' document and kept up to date, their lifespan can be extended. As such, each PPS should be reviewed on an annual basis from the date it is formally signed off by the Steering Group. This will help to maintain the momentum and commitment that was built up during development. Considering the time to develop a PPS, this should also help to ensure that the original supply and demand information is no more than two years old without being reviewed.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Partners

Whilst Active Essex, Essex County Council and the local authority councils have been the key drivers, it is expected that plans and actions will be delivered through partnership with and between other key stakeholders, including parish and town councils and the Essex Health and Wellbeing Board (and Southend Wellbeing Board for actions based within Southend), and be predicated upon them accepting and taking responsibility for different aspects of its implementation. The partnership approach to delivery is necessary to make best use of the assets and resources available to drive the development of sport and physical activity in South Essex.

Brentwood, although not included within this work, should also be considered when making decisions regarding outdoor sports provision due to its close proximity to those which are included.

Local strategic context summary

The Association of South Essex Authorities

The Association of South Essex Authorities (ASELA) consists of Basildon, Brentwood, Castle Point, Essex County, Rochford, Southend-on-Sea, and Thurrock Councils. All seven Councils have recognised the need to work across borders on strategic issues such as infrastructure, planning and growth, skills, housing and transport connectivity. A Memorandum of Understanding was signed on 10th January 2018. This recognises that through a collaborative approach, the Councils will be best placed to deliver a vision for South Essex up to 2050, promoting healthy growth for its communities. There is an intention to assist the delivery of this vision through the preparation of a Joint Strategic Plan.

The core purpose of ASELA is to provide place leadership for South Essex. Recognising that, through collaborative approach, it will be best placed to develop and deliver a vision for South Essex up to 2050, promoting healthy growth its communities.

ASELA will focus on the strategic opportunities, regardless of individual local authority boundaries for the South Essex economic corridor to influence and secure the strategic infrastructure that will help individual areas to flourish and realise their full economic and social potential.

South Essex Housing Market Assessment (2016)

This assessment forms an important part of the evidence base used to set future housing requirements in each of the Thames Gateway South Essex authorities as respective local plans are developed, and has been prepared in accordance with the National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG).

The Strategic Housing Market Assessment (SHMA) has identified a range of objective assessment of need for the housing market assessment. This recognises that the authorities are undertaking further work through the preparation of an Economic Development Needs Assessment to appraise the anticipated economic potential of the area. In recognising the evidence of strong need for housing of all tenures, as well as the area's stated growth ambitions, this study concludes that weight should be given to the upper end of the objective assessment of need range in the development of housing policy and assessment of housing land supply.

Comment [XP1]: Southend is Unitary and therefore is not covered by the Essex HWB. Please make sure this same line is the same across all other documents – thank you.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

As advocated by the PPG, housing needs have been assessed across the Thames Gateway South Essex housing market area. Consideration has also been given to the scale of need within each of the individual authorities over the period from 2014 to 2037.

Table 1: Summary of objectively assessed need range

Local authority	Lower end of range	Upper end of range
Basildon	763	837
Castle Point	326	410
Rochford	312	392
Southend-on-Sea	953	1,132
Thurrock	919	973
Thames Gateway South Essex	3,272	3,744

In summary, the above has led to the identification of a range of objectively assessed need for between 3,275 and 3,750 dwellings per annum across the Thames Gateway South Essex housing market area with Basildon, Southend-on-Sea and Thurrock the areas likely to see the most growth.

Active Essex: Changing One Million Lives to get Essex Active 2017-2021

The Active Essex (County Sports Partnership) target is to get one million people active by the year 2021 by driving up and sustaining sports participation and physical activity. In partnership with a number of key partners and organisations, Active Essex is committed to creating opportunities and resources to achieve this target which will reduce inactivity and develop positive attitudes to health and wellbeing across communities in the County. Although the Strategy applies to the whole county, specific priority is given to the following groups, as those most likely to be underrepresented in both sport and physical activity:

- ◀ People aged 65+.
- ◀ Unemployed people.
- ◀ Females.
- ◀ People with a life-long limiting illness or disability.
- ◀ People from lower socio-economic groups (NS-SEC 5-8) ¹.
- ◀ Black and ethnic minorities.

Essex Health and Wellbeing Board: Joint Health and Wellbeing Strategy (2013-2018)

This identifies three key priorities, all of which have specific development areas which need to be achieved through partnership work, as outlined in Table 2.

Table 2: Essex Health and Wellbeing Board key priorities

Priority
Starting and developing well: ensuring every child in Essex has the best start in life.
Living and working well: ensuring that residents make better lifestyle choices and have opportunities needed to enjoy a healthy life.
Ageing well: ensuring that older people are independent for as long as possible.

¹ NS-SEC: National Statistics Socio-economic Classifications

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Summary of local policies

Key local policy messages can be summarised as follows:

- ◀ There is a commitment to work across local authority boundaries in the form of the Association of South Essex Local Authorities.
- ◀ The 2016 SHMA indicates additional housing requirements for the sub region. Specific locations have not been identified but the general increase will lead to additional demand on leisure facilities, especially in Southend, Thurrock and Basildon.
- ◀ There is a commitment to improve the health of all communities in across the South Essex sub region and the need to have good quality sports facilities, which are programmed and priced appropriately.
- ◀ The commitment to protect and enhance the range of services that support healthy and active communities within the sub region.
- ◀ There are a wide range of activities and programmes delivered across the sub-region in line with Active Essex's key strategic priorities. Specific priority needs to be given to groups which are under-represented in both sport and physical activity.

Scope

Each PPS for Basildon, Castle Point, Rochford, Southend-on-Sea includes the following outdoor sports facilities:

- ◀ Football pitches (including 3G AGPs)
- ◀ Cricket pitches
- ◀ Rugby union pitches
- ◀ Rugby league pitches
- ◀ Hockey pitches (sand-based AGPs)
- ◀ Outdoor tennis courts
- ◀ Outdoor netball courts
- ◀ Outdoor bowling greens
- ◀ Outdoor athletics tracks
- ◀ Golf courses
- ◀ Outdoor cycling tracks
- ◀ Parkour
- ◀ Multi-use games areas (MUGAs)

For Thurrock, the same facility types were included with the exception of rugby league (where no supply exists), golf courses, cycling, parkour and MUGAs.

Playing pitch sports (i.e. football, cricket, rugby union, rugby league and hockey) were assessed using the guidance set out in Sport England's PPS Guidance: An approach to developing and delivering a PPS. For the remaining sports/facilities, the supply and demand principles of Sport England: Assessing Needs and Opportunities Guide for Indoor and Outdoor Sports Facilities (ANOG) were followed to ensure the process is compliant with the NPPF.

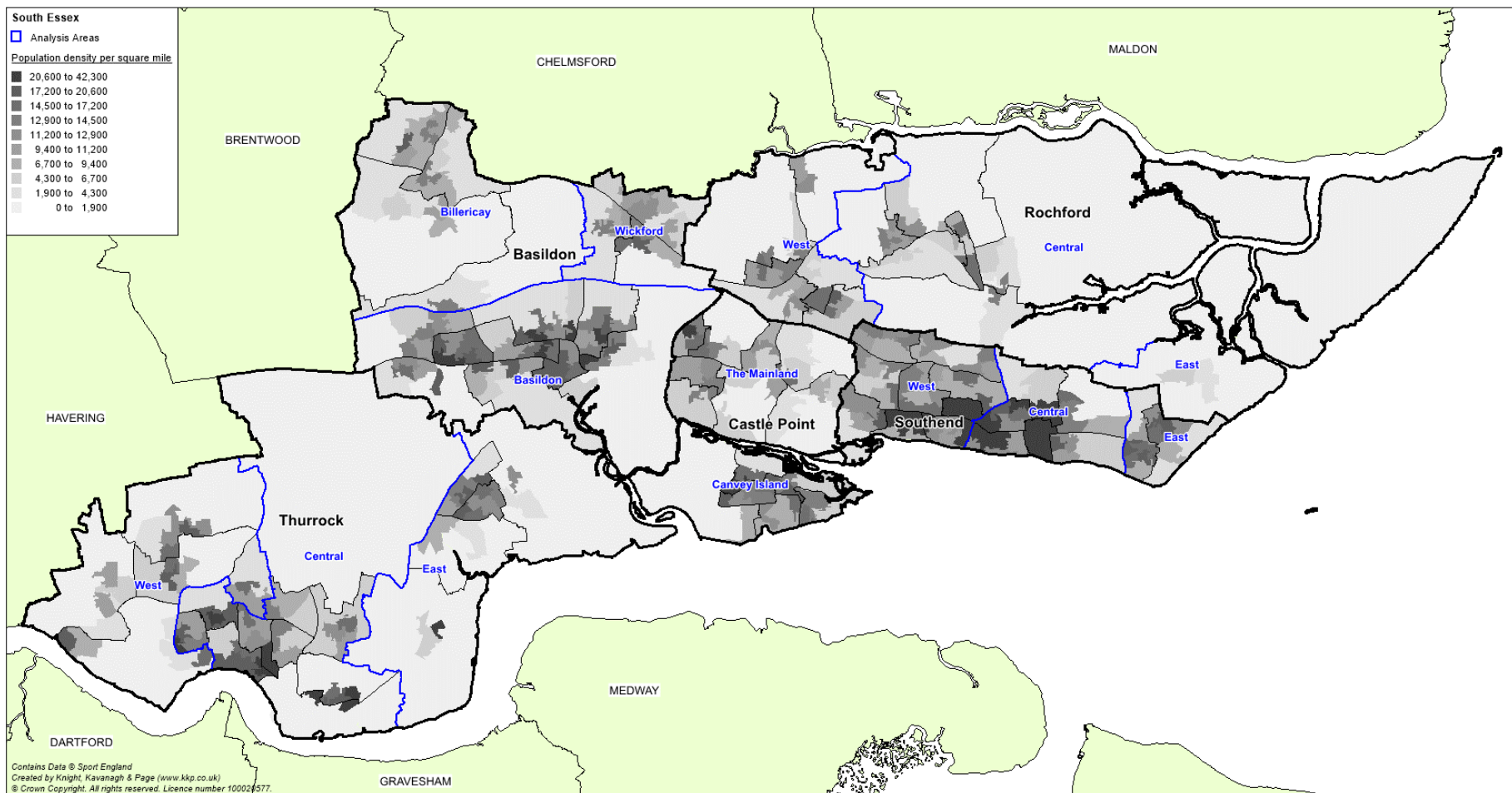
Study areas

The study area for each local authority is considered to be the whole of the respective council's boundary area. Further to this, analysis areas have also been created within each authority to allow for a more localised assessment of provision and the examination of outdoor sport supply and demand at a local level.

Three analysis areas have been agreed upon in Basildon (Basildon, Billericay and Wickford), Rochford (Central, East and West), Southend-on-Sea (Central, East and West) and Thurrock (Central, East and West), whereas two have been agreed upon in Castle Point (Canvey Island and the Mainland). Each analysis area is based on ward boundaries and can be seen overleaf.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Figure 1.1: Analysis area map



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SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

PART 2: VISION

Below is the vision for the South Essex PPS for the period 2018-2037. It sets out to capture the themes within the authority specific visions included within each individual strategy to provide an all-encompassing vision for the wider South Essex region.

“To create high quality, sustainable leisure and sports facilities which meet community need, increase participation, help tackle health and age issues and provide accessible, inclusive activities for South Essex residents as part of an active lifestyle.”

2.1: Aims

The following overarching aims are based on the three Sport England planning themes. It is recommended that they are adopted by the respective councils and partners to enable delivery of the overall PPS vision and Sport England planning objectives.

AIM 1

To **protect** the existing supply of outdoor sports facilities where it is needed to meet current and future needs.

AIM 2

To **enhance** outdoor sports provision and ancillary facilities through improving quality and management of sites.

AIM 3

To **provide** new outdoor sports facilities where there is current or future demand to do so.

Figure 2.1: Sport England planning themes



Source Sport England (2015)

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

PART 3: RESEARCH FINDINGS

Area by area summaries

Summarised below are the key issues identified for each local authority as part of its individual PPS. These key issues relate to quality issues, site development, overplay, current and future shortfalls and imported and exported demand. These issues are considered most important to the overarching strategy due to the potential impact across local authority boundaries and, as such, across South Essex. For other issues, please see the individual strategy documents.

Basildon summary

Football
<ul style="list-style-type: none"> ◀ It is determined that there are current shortfalls of youth 11v11, youth 9v9 and mini 5v5 pitches, which remains the case when accounting for future demand. ◀ Security of tenure is a major issue at Barleylands Farm and also a problem in relation to pitches within sites at Gardiners Lane South; if demand attracted to these sites had to use alternative provision, existing shortfalls would be greatly exacerbated, whilst shortfalls would be created on pitch types with current spare capacity. ◀ There are currently teams from six Basildon based clubs accessing pitches outside of the study area (exported demand).
3G pitches
<ul style="list-style-type: none"> ◀ There is a current shortfall of two full size 3G pitches identified and a future shortfall of three. ◀ Given rugby union grass pitch shortfalls, evidence exists to support the creation of a World Rugby compliant 3G pitch.
Cricket
<ul style="list-style-type: none"> ◀ An overall shortfall exists for senior cricket both currently and when accounting for future demand amounting to eight match equivalent sessions, primarily due to overplay in the Billericay Analysis Area. ◀ For junior cricket, a shortfall of eight match equivalent sessions exists currently and a shortfall of 16 match equivalent sessions exists when accounting for future demand.
Rugby union
<ul style="list-style-type: none"> ◀ There is an overall shortfall of rugby pitches evident in Basildon and as such priority should be placed on alleviating overplay. ◀ Given that the majority of overplay is a result of training demand on grass pitches, it is considered that there is a potential need for additional floodlighting, pitch quality improvements and/or access to World Rugby compliant 3G pitches.
Rugby league
<ul style="list-style-type: none"> ◀ No supply of rugby league pitches exists and no current or future demand is perceived to exist.
Hockey
<ul style="list-style-type: none"> ◀ The current supply of hockey suitable AGPs in Basildon is considered sufficient to meet both match play and training demand. ◀ Priority should be placed on protecting the AGP at Basildon Sporting Village for continued hockey use.
Golf
<ul style="list-style-type: none"> ◀ It is considered that the current supply of facilities in Rochford can meet current and future demand. ◀ Existing facilities should be protected for future golf activity.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Bowls
<ul style="list-style-type: none"> ◀ Lake Meadows Park and Wickford Memorial Park are operating above recommended capacity; however, supply is considered sufficient to meet demand given that no clubs express a need for additional greens. ◀ For this to remain the case, it is likely that all greens require protection.
Tennis
<ul style="list-style-type: none"> ◀ Stock Brook Country Club is currently operating above its capacity; however, the private nature of the Club means it would be unsuitable for an investment to increase provision, as is the case at David Lloyd Club. ◀ As all remaining non-club courts are deemed to have spare capacity, focus should be on improving quality to an adequate standard for informal play.
Netball
<ul style="list-style-type: none"> ◀ Priority should be placed on sustaining court quality at Basildon Sporting Village in order to sustain and increase participation levels.
Athletics
<ul style="list-style-type: none"> ◀ Given that Basildon AC currently has 688 members, with a further 55 people on the waiting list, the athletics track at Basildon Sports Village is considered to be sustainable. ◀ Due to issues around track quality and the impact this is having on the track hosting certain events, resurfacing of the track should be a priority. ◀ Precedence should also be placed on sustaining and increasing the popularity of the numerous running events taking place within Basildon as well as exploring the implementation of initiatives not currently serviced.
Cycling
<ul style="list-style-type: none"> ◀ There is an area of Gloucester Park is used for BMX activity; however, there are no purpose-built facilities within Basildon. ◀ There is no clear evidence to suggest that dedicated cycling provision is required within Basildon, especially considering the close proximity of Hadleigh Park.
MUGAs
<ul style="list-style-type: none"> ◀ Given the concentration of MUGAs within the Basildon Analysis Area, and given the quality issues that exist in regards to a lot of the provision, a case could be made for the rationalisation of the facilities in order to provide a lower number of better quality facilities.

Castle Point summary

Football
<ul style="list-style-type: none"> ◀ Based on current demand, youth 11v11 and mini 7v7 pitches have minimal spare capacity, whilst adult, youth 9v9 and mini 5v5 pitches have identified shortfalls. ◀ All pitch types have a future shortfall based on predicted future demand. ◀ In total, 42% of responsive clubs report that they have no security of tenure, meaning should unsecure sites fall out of permanent use, existing spare capacity would be eliminated and existing shortfalls would be significantly exacerbated. ◀ There is one team from C & K Basildon Ladies FC based outside Castle Point that plays matches within the Borough, whilst there are four adult male teams from within two Castle Point based clubs accessing pitches outside of the study area; South Benfleet United FC and Estuary United FC.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

3G pitches
<ul style="list-style-type: none"> ◀ With 155 teams currently affiliated to Castle Point there is a need for four full size 3G pitches, meaning a current shortfall of three pitches ◀ Based on future demand there remains a shortfall of three full size 3G pitches, which equates to one pitch in the Canvey Island Analysis Area and to two pitches in the Mainland Analysis Area.
Cricket
<ul style="list-style-type: none"> ◀ Current and future demand is able to be accommodated; however, an increase in provision may be required to accommodate any future senior demand derived from either Canvey Island CC and Hadleigh & Thundersley CC. ◀ Both analysis areas and all clubs have capacity to accommodate both current and future demand for junior cricket.
Rugby union
<ul style="list-style-type: none"> ◀ There is a current shortfall of 3.5 match equivalent session in the Canvey Island Analysis Area, which could increase to 6.25 match equivalent sessions if future growth aspirations are realised. ◀ Further shortfalls will be created if all junior and mini demand is transferred to Benfleet Playing Fields as is desired by Benfleet Vikings RFC.
Rugby league
<ul style="list-style-type: none"> ◀ Given that no perceived rugby league demand exists currently or in the future, no action is required in relation to the sport.
Hockey
<ul style="list-style-type: none"> ◀ Consultation with EH suggests that it is unlikely for a dedicated club to be created in Castle Point in the near future, meaning immediate priority should be given to clubs and facilities in neighbouring authorities. ◀ Notwithstanding the above, the lack of provision is considered detrimental to school-based hockey.
Golf
<ul style="list-style-type: none"> ◀ It is considered that the current supply of facilities in Castle Point can meet current and future demand, although it is imperative that both courses are protected for long-term golfing activity.
Bowls
<ul style="list-style-type: none"> ◀ All three clubs are operating above recommended membership, suggesting a requirement for additional green space. ◀ As providing additional outdoor greens is considered unrealistic, consideration should be given to the creation of an indoor bowls facility as this would reduce the pressures on the outdoor greens.
Tennis
<ul style="list-style-type: none"> ◀ There is a sufficient supply of courts to meet demand from Deanes TC at Deanes School Sports Centre. ◀ The supply of courts servicing Hadleigh Park TC is also considered to be sufficient; however, a shortfall will be evident if the Club realises its future demand aspirations, suggesting that floodlight installation is required. ◀ For non-club courts, the supply is considered to be insufficient as only four are provided.
Netball
<ul style="list-style-type: none"> ◀ Priority should be placed on ensuring courts at Deanes School Sports Centre remain of a good standard to accommodate the Southend & District Netball League.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Athletics
<ul style="list-style-type: none"> ◀ Evidence suggests that sufficient demand exists for the track at Waterside Farm Leisure Centre to be re-instated and it is worth exploring whether a dedicated athletics club could be created via help from England Athletics. ◀ Priority should also be placed on sustaining and increasing the popularity of the running events currently taking place.
Cycling
<ul style="list-style-type: none"> ◀ It is considered that demand for cycling within Castle Point is accommodated for due to Hadleigh Park being situated in the Borough. ◀ The priority should be sustaining the quality of this site so that it continues to meet demand.
MUGAs
<ul style="list-style-type: none"> ◀ It is considered that given the breakdown across the two analysis areas, Castle Point is relatively well provided for albeit quality needs to improve. ◀ Furthermore, usage is likely to be limited given that none are floodlit.

Rochford summary

Football
<ul style="list-style-type: none"> ◀ It is determined that there is current and future spare capacity on adult, youth 9v9, mini 7v7 and mini 5v5 pitches, whereas for youth 11v11 pitches, there is current spare capacity but a future shortfall. ◀ Six teams from within three clubs are based outside of Rochford despite playing within the District, whilst there are currently three adult male teams from three Rochford based clubs accessing pitches outside of the study area; however, no desire to relocate is expressed.
3G pitches
<ul style="list-style-type: none"> ◀ There are no full size 3G pitches within Rochford, resulting in a significant shortfall of six 3G pitches.
Cricket
<ul style="list-style-type: none"> ◀ Overall spare capacity exists for senior cricket both currently and accounting for future demand amounting to nine match equivalent sessions. ◀ For junior cricket, 56 match equivalent sessions of capacity exist currently and 48 match equivalent sessions of capacity exists when considering future demand.
Rugby union
<ul style="list-style-type: none"> ◀ Having considered supply and demand, an overall shortfall is evident for Rochford Hundred RFC given that all three of its senior pitches are overplayed. ◀ An overall shortfall is also evident for Westcliff RFC; however, this is considered to be less of an issue as all excess demand is concentrated on its training pitch. ◀ Westcliff RFC is a Southend-on-Sea based club that plays within Rochford.
Rugby league
<ul style="list-style-type: none"> ◀ Given that no perceived rugby league demand exists currently or in the future, no action is required in relation to the sport.
Hockey
<ul style="list-style-type: none"> ◀ Southend HC accesses both Sweyne Park School and King Edmund Business and Enterprise School but expresses imported demand as it deems itself to be a Southend-on-Sea based club. ◀ Given that the pitch at Sweyne Park School is not floodlit and is not capable of accommodating four matches on one day, a shortfall of provision for match play is evident. ◀ In addition, given the high levels of football usage on the AGP at King Edmund Business and Enterprise School, no capacity is identified for an increase in hockey training activity. ◀ It is imperative that both the AGPs at King Edmund Business and Enterprise School and Sweyne Park School are protected for continued hockey use.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Golf
<ul style="list-style-type: none"> It is considered that the current supply of facilities in Rochford can meet current and future demand, although emphasis should be placed on ensuring the needs of independent golfers can be met given that no courses are currently tailored specifically for such needs.
Bowls
<ul style="list-style-type: none"> King George V Playing Fields is currently operating above capacity according Bowls England guidance as Rayleigh BC provides 144 members; however, no demand for an additional green has been identified by the Club. Great Wakering (RBL) Bowls Club is operating within recommended membership, meaning the Club does not require access to additional green space, but does require it's green to be protected provided that membership remains stable.
Tennis
<ul style="list-style-type: none"> There is a sufficient supply of courts at three out of the four club sites; however, Rayleigh Lawn Tennis Club is currently operating above its capacity. As all remaining, non-club courts are deemed to have spare capacity, focus should be on improving quality to an adequate standard for informal play.
Netball
<ul style="list-style-type: none"> Any competitive demand for netball courts in Rochford is exported to neighbouring local authorities and due to limited demand, providing community available netball courts within Rochford is not considered to be a priority.
Athletics
<ul style="list-style-type: none"> Although no dedicated athletics facilities are currently provided, no demand is expressed for the creation of such provision, with facilities in neighbouring authorities considered close enough to absorb any demand. Precedence should instead be placed on sustaining and increasing the popularity of the running events currently taking place, as well as ensuring the sustainability of Rochford Running Club.
Cycling
<ul style="list-style-type: none"> There is no clear evidence to suggest that cycling provision is required within Rochford, especially considering the close proximity of Hadleigh Park. Priority should be on working towards the recommendations and actions derived from the Cycling Action Plan.
MUGAs
<ul style="list-style-type: none"> Although demand for access to MUGAs in Rochford is unclear, it is considered likely that there is an under provision in the East Analysis Area given that none are provided. Usage of current provision is likely to be limited given that neither are floodlit.

Southend-on-Sea summary

Football
<ul style="list-style-type: none"> It is determined that there are both current and future shortfalls of youth 11v11, youth 9v9 pitches and mini 7v7 pitches, whereas a future shortfall is also evident for mini 5v5 pitches and adult pitches. Should pitches with unsecure tenure be taken out of use, current shortfalls are greatly exacerbated, whilst shortfalls are created on pitch types with current spare capacity. Southend United FC has submitted a planning application proposing to relocate its stadium to Fossetts Farm, whereas Garon Park CIC aspires to develop Norman Garon Trust Football Pitches, Garon Park and the Youth Ground. Based on data collated, there are two teams based outside of Southend-on-Sea that play matches and/or train at venues within the Borough, whilst there are six teams based outside of the Borough that play matches and/or train at venues within neighbouring authority Rochford.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

3G pitches
<ul style="list-style-type: none"> ◀ With 285 teams currently affiliated to Southend-on-Sea, there is a need for six full size 3G pitches, meaning a current shortfall of four pitches. ◀ Based on future demand, there will be a shortfall of six pitches. ◀ A total of 17 teams currently play matches on the 3G pitch stock; however, four of these play at Playfootball which should not be happening as it is not FA approved. ◀ Given rugby union grass pitch shortfalls, evidence exists to support the creation of a World Rugby compliant 3G pitch.
Cricket
<ul style="list-style-type: none"> ◀ Overall spare capacity exists currently for senior cricket amounting to 198 match equivalent sessions and for junior cricket amounting to 272 match equivalent sessions. ◀ Considering future demand, actual spare capacity reduces to 174 match equivalent sessions for senior cricket and to 240 match equivalent sessions for junior cricket ◀ Notwithstanding overall spare capacity, there remains a need to alleviate overplay at Chalkwell Park and particularly at Garon Park.
Rugby union
<ul style="list-style-type: none"> ◀ Having considered supply and demand, an overall shortfall is evident to service Southend RFC, meaning priority should be focused on alleviating overplay at Southend RFC. ◀ Westcliff RFC is a Southend-on-Sea based club that plays within Rochford; an overall shortfall is evident for the Club although this is considered to be less of an issue as all excess demand is concentrated on its training pitch.
Rugby league
<ul style="list-style-type: none"> ◀ It is unlikely that any further dedicated rugby league provision is required, with the pitch at Shoeburyness High School and the stock of rugby union pitches considered sufficient to cater for any future activity.
Hockey
<ul style="list-style-type: none"> ◀ There is a requirement for two full size, floodlit, hockey suitable AGPs, meaning a shortfall is evident given the quality issues at St Thomas More High School. ◀ Given the shortfall, an additional full-size pitch is required, or the AGP at St Thomas More High School needs resurfacing, in order to meet demand from Southend HC. ◀ Southend HC is current exported to Rochford due to a lack of provision within Southend-on-Sea.
Golf
<ul style="list-style-type: none"> ◀ It is considered that the current supply of facilities in Southend-on-Sea can meet current and future demand. ◀ It is also clear that all three golf courses should be protected given the different profiles attracted to each one of them.
Bowls
<ul style="list-style-type: none"> ◀ Greens at Belfairs Park, Cavendish Gardens, Southend-on-Sea Bowls Club and Thorpe Bay Lawn Tennis Club are all currently operating above Bowls England capacity guidance; however, no club express a need for additional greens. ◀ That being said, for this to remain the case, it is likely that all greens require protection.
Tennis
<ul style="list-style-type: none"> ◀ Thorpe Bay and Westcliff Hard Court tennis clubs are operating above capacity; however, both clubs report that the current number of courts is adequate to meet their needs. ◀ As all remaining, non-club courts are deemed to have spare capacity, focus should be on improving quality to an adequate standard for informal play.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Netball
<ul style="list-style-type: none"> ◀ There is currently community demand for outdoor netball provision in Southend-on-Sea generating from the Southend and District Netball League, which currently exports to Rochford due to previous quality issues within Southend-on-Sea. ◀ Given expressed exported demand, priority should be placed on improving court quality in order to help return the League, particularly at Westcliff High School for Girls.
Athletics
<ul style="list-style-type: none"> ◀ Southend-on-Sea Athletics Club is operating above track sustainability threshold of 200 members, therefore the track at Southend Leisure and Tennis Centre requires sustaining. ◀ Precedence should also be placed on sustaining and increasing the popularity of the numerous running events taking place within Southend-on-Sea as well as the growth of other initiatives.
Cycling
<ul style="list-style-type: none"> ◀ Although there is not requirement for a dedicated facility in Southend-on-Sea there is a need for the Councils to continue to engage with key stakeholders and clubs to further develop cycling across the authority. ◀ Cycle Southend offers a method for achieving the above.
MUGAs
<ul style="list-style-type: none"> ◀ It is considered likely that there is an under provision, particularly in the Central Analysis Area. ◀ Furthermore, usage of current provision is likely to be limited given that the majority are poor quality and are not accompanied by floodlighting.

Thurrock summary

Football
<ul style="list-style-type: none"> ◀ There are current and future shortfalls of adult, youth 9v9, mini 7v7 and mini 5v5 match equivalent sessions, whilst current spare capacity on youth 11v11 pitches will not be sufficient to meet future demand. ◀ There are eight teams registered to Thurrock that currently play outside of the local authority area. ◀ East Thurrock United FC aspires to purchase Mobil Fields from the Council and has plans to develop a stadia pitch on the site. ◀ Aveley Sports & Social Club and Linford Recreation Ground are subject to planning proposals that could result in the loss of pitches.
3G pitches²
<ul style="list-style-type: none"> ◀ There are currently three 3G pitches in Thurrock, leaving demand for six additional pitches based on team numbers.
Cricket
<ul style="list-style-type: none"> ◀ There is a current shortfall of pitches in the East Analysis Area which can be attributed to six match sessions of overplay at Stanford-le-Hope Recreation Ground. ◀ When considering future demand, a shortfall is evident in the West Analysis Area and the shortfall worsens in the East Analysis Area, whereas the Central Analysis Area is at capacity.
Rugby union
<ul style="list-style-type: none"> ◀ There is an overall shortfall of senior pitches amounting to 10.5 match equivalent sessions and a shortfall is evident within each analysis area.

² The summary for 3G pitches has been updated based on work currently being undertaken for the Thurrock Local Football Facility Plan.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

<p>Hockey</p> <ul style="list-style-type: none"> There are currently three full sized sand based AGPs in Thurrock; however, based on current and future demand only one is required. The AGP at Palmers Sport & Fitness Centre is currently used for hockey and should be protected and improved unless an alternative option comes forward.
<p>Bowls</p> <ul style="list-style-type: none"> No clubs suggest that an additional bowling green at their ground or in the area would lead to an increase in club membership; the perception is that any planned increases/future demand can be accommodated on existing green. Aveley Sports & Social Club is subject to a planning proposal for a housing development which could result in the loss of its green. Concerns have also been raised over the future of the green at Billet Recreation Ground in relation to the potential sale of the site to East Thurrock United FC.
<p>Tennis</p> <ul style="list-style-type: none"> Thurrock TC reports future demand of 20 senior and 30 junior members, however, it also reports that it is currently operating at capacity and states a need for access to more courts, preferably that are floodlit. It is considered that all remaining courts have spare capacity for a growth in demand, but poor quality is an issue which deters informal use.
<p>Netball</p> <ul style="list-style-type: none"> The South Essex Thurrock Netball Association accesses the courts at Hassenbrook Academy as a central venue for all of its league matches. The Association considers the number of courts available to be adequate but expresses a need for more floodlit courts and more indoor courts.
<p>Athletics</p> <ul style="list-style-type: none"> Thurrock Harriers Athletics Club is coming to the end of a 25-year lease of Thurrock Athletics Stadium. The track requires protection and is also in need of refurbishment as it is coming to the end of its lifespan.

South Essex summary

Based on the above individual local authority sport-by-sport summaries, the key issues impacting all, or more than one of the five local authorities have been identified and highlighted in the South Essex summary below.

<p>South Essex Summary</p> <ul style="list-style-type: none"> The most significant issue to be addressed in South Essex is a lack of security of tenure for clubs and in particular to mitigate potential loss of key sites such as Barleylands. There are a number of poor quality facilities (often due to a lack of regular and good quality maintenance) and resultant shortfalls. There is an identified need to increase the number of 3G pitches, in particular to service football and rugby union training; the total the shortfall amounts to 21 full size 3G pitches across the five local authorities. Many AGPs, athletics tracks and tennis/netball courts are nearing the end of their lifespan and will need refurbishment; there is often a lack of sinking funds in place to achieve this. There is a requirement for one additional accessible hockey suitable AGP to cater for Southend-on-Sea and Rochford based demand. There is a lack of capacity to develop community use at school sites due to poor provision and a lack of access to ancillary facilities; the pricing of access can also be prohibitive. There is a clear need to adopt a collaborative approach to addressing the overarching issues across South Essex.
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PART 4: OVERARCHING SPORT-BY-SPORT RECOMMENDATIONS

In order to help develop the recommendations/actions and to understand the potential impact, a number of relevant scenario questions are tested against key issues for each outdoor sport, resulting in sport specific recommendations. These scenarios can be seen in the individual strategies for each local authority.

The recommendations within the individual strategy documents have now, where appropriate, been applied across the South Essex area to enable a joined-up approach to addressing key issues identified. The Steering Group that will look to implement these overarching recommendations should be a sub-regional group made up of the South Essex local authorities and Essex County Council, as well as other partners such as the NGBs and Active Essex. This offers benefits in terms of joint working on strategic and cross-boundary issues and will also be more efficient in terms of administration when compared to each authority having its own individual steering group. This also sits in line with the Association of South Essex Authorities Memorandum of Understanding.

Implementation of these recommendations and actions are discussed further in the delivery section of this report (Part 7).

Football – grass pitches

- ◀ Protect existing quantity of pitches (unless replacement provision is agreed upon and provided).
- ◀ Where pitches are overplayed and/or assessed as poor quality, prioritise investment and review maintenance regimes to ensure it is of an appropriate standard to sustain use and improve quality.
- ◀ To improve quality, consider involvement in the FA's Pitch Improvement Programme and, for sites not managed by the local authorities, the creation of equipment banks to allow clubs to carry out suggested maintenance regimes.
- ◀ Secure tenure for clubs currently using unsecure sites such as Barleylands Farm; or, if this is not possible, ensure appropriate mitigation should the provision fall out of permanent use via the creation of hub sites (which the wider South Essex region would be required to assist with).
- ◀ Provide security of tenure for clubs using education sites through community use agreements.
- ◀ Ensure all teams are playing on the correct pitch sizes and explore reconfiguration of adult pitches to better accommodate youth 11v11 teams, where possible.
- ◀ Consider rationalisation of low value sites if contributions can go towards creating larger, better quality, multi-pitch sites and providing there is no net loss of playing pitch space.
- ◀ Work to accommodate future demand, as well as expressed imported and exported, unmet and latent demand at sites which are not operating at capacity or at sites not currently available for community use that could be moving forward.
- ◀ Improve ancillary facilities where there is a demand to do so and where it can benefit the wider footballing offer.
- ◀ If required, explore ground sharing possibilities across the wider South Essex region that can provide a more sustainable long-term future for the senior club network.
- ◀ Review the Local Football Facility Plan for each of the five local authorities regularly, in line with reviewing each PPS, due to the potential for the facilities for football to change significantly.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

3G pitches

- ◀ Look to provide additional full size 3G pitches across South Essex to meet shortfalls based on training demand (21 are required in total).
- ◀ Carry out feasibility study to determine best strategic locations for 3G pitches across South Essex, with preference for pitches that are likely to accommodate demand across authority borders.
- ◀ Prioritise creation of 3G pitch hub sites that can accommodate two or more 3G pitches to increase sustainability.
- ◀ Support creation of additional 3G pitches above and beyond football training shortfalls if it can satisfy rugby demand as well as football demand; or, explore creation of 3G pitches that are both football and rugby appropriate when alleviating shortfalls.
- ◀ Ensure ancillary facilities accompanying 3G pitch provision are of a suitable standard or improved make it of an acceptable standard.
- ◀ Ensure all 3G pitches developed allow for community use, with appropriate long-term community use agreements in place.
- ◀ Look to have large, sustainable partner clubs linked to new 3G pitch developments.
- ◀ Ensure all providers put in place a sinking fund to ensure long-term sustainability.
- ◀ Ensure that any new 3G pitches are constructed to meet FA/RFU recommended dimensions and quality performance standards to meet performance testing criteria.
- ◀ Review the Local Football Facility Plan for each of the five local authorities regularly, in line with reviewing each PPS, due to the potential for 3G facilities to change significantly.

Cricket

- ◀ Protect existing quantity of cricket squares, including protection from development that may prejudice the use of a cricket square such as residential development in close proximity to a cricket outfield (ball strike issues).
- ◀ Where pitches are overplayed and/or assessed as poor quality, prioritise investment and review maintenance regimes to ensure it is of an appropriate standard to sustain use and improve quality.
- ◀ For grounds not maintained by the Council, work with clubs and groundsmen to review quality on those pitches assessed as standard or poor to ensure appropriate quality is achieved.
- ◀ Consider use of equipment banks to improve club maintenance across South Essex and work in partnership with clubs to support self-sufficient maintenance regimes.
- ◀ Improve ancillary facilities where there is a demand to do so and where it can benefit the wider cricketing offer.
- ◀ Ensure all clubs have access to appropriate training facilities, both outdoor and indoor.
- ◀ Ensure security of tenure for all clubs with lease arrangements in place by ensuring agreements have over 25 years remaining.
- ◀ For clubs without lease arrangements, explore opportunities for long-term asset transfer or as a minimum ensure community use agreements are entered into to enable long-term access.
- ◀ Look to increasing use of **NTPs** as a way of alleviating overplay, especially in Basildon, Southend-on-Sea and Thurrock, potential via the ECB's NTP scheme.

Comment [KA2]: What is this?

Rugby union - grass pitches

- ◀ Protect existing quantity of rugby union pitches.
- ◀ Where pitches are overplayed and/or assessed as poor quality, prioritise investment and review maintenance regimes to ensure it is of an appropriate standard to sustain use and improve quality.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

- ◀ Explore other options to alleviate overplay such as the installation of additional floodlighting on grass pitches/areas or the transfer of play to alternative sites.
- ◀ Explore the creation of World Rugby compliant 3G pitches within South Essex that can be utilised by clubs for training; such provision could be developed in partnership with the FA.
- ◀ Improve ancillary facilities where there is a demand to do so and where it can benefit the wider rugby union offer.
- ◀ Ensure security of tenure for all clubs with lease arrangements in place by ensuring agreements have over 25 years remaining.
- ◀ Retain supply of rugby pitches at school sites for curricular and extra-curricular purposes and encourage secure community availability should demand exist in the future.

Rugby league - grass pitches

- ◀ Ensure any future rugby league activity can be accommodated, preferably via sharing rugby union provision.

Hockey (sand/water-based AGPs)

- ◀ Protect existing sand-based AGPs that are in current use for hockey.
- ◀ Alleviate shortfall in Southend-on-Sea via resurfacing AGP at St Thomas High School or through developing a second AGP at Warners Bridge after carrying out a feasibility study.
- ◀ Resurface AGPs when the carpets are at the end of their lifespan and when quality becomes an issue, such as at Palmers Sports & Fitness Centre currently.
- ◀ Ensure sinking funds are in place at all sites with a hockey suitable AGP to ensure long-term sustainability.
- ◀ Improve ancillary facilities where there is a demand to do so and where it can benefit the wider hockey offer, particularly for clubs currently using off-site facilities.
- ◀ Seek to maximise hockey usage at sites where hockey is being played.
- ◀ Ensure that no 3G conversions take place that are detrimental to hockey.

Golf³

- ◀ Retain all current golf courses and facilities.
- ◀ Sustain course quality and seek improvements where necessary through implementation of appropriate maintenance regimes.
- ◀ Support clubs in membership retention and potential growth.
- ◀ Encourage clubs and providers to work more collaboratively in terms of creating pathways for existing and new players.

Bowls

- ◀ Retain existing quantity of greens.
- ◀ Sustain good quality greens and explore improvements on greens assessed as poor or standard quality.
- ◀ Support clubs with plans to increase membership so that growth can be maximised.
- ◀ Consider creation of an indoor bowls facility as this would reduce the pressures on the outdoor greens.

³ Golf was not included in the Thurrock PPS

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Tennis

- ◀ Retain and sustain club courts for competitive play through implementation of appropriate maintenance regimes.
- ◀ Explore providing additional courts or additional floodlighting to clubs with capacity issues.
- ◀ Improve quality of local authority courts and accompanying ancillary provision at sites that best accommodate informal play.
- ◀ Explore implementation of ClubSpark scheme at appropriate sites and consider rationalisation of existing stock to better enable this.
- ◀ Explore improving court quality at school sites where sufficient demand exists for curricular and extra-curricular activity, potentially in partnership with England Netball.

Netball

- ◀ Retain existing quantity of courts.
- ◀ Maintain court quality at key netball hub sites to sustain and increase competitive participation levels.
- ◀ Look to improve court quality and create additional netball hub site at Westcliffe High School for Girls to accommodate the Southend and District Netball League.
- ◀ Explore improving court quality at school sites where sufficient demand exists for curricular and extra-curricular activity, potentially in partnership with the LTA.

Athletics

- ◀ Protect existing quantity of tracks and consider resurfacing provision at Basildon Sporting Village and Thurrock Athletics Stadium due to existing quality issues.
- ◀ Consider re-instating the track at Waterside Farm Leisure Centre and explore whether a dedicated athletics club could be created via help from England Athletics.
- ◀ Sustain and increase the popularity of the numerous running events taking place across all five local authorities such as Parkrun as well as the growth of other initiatives.

Cycling⁴

- ◀ Protect Hadleigh Park and ensure it is continued to be maintained to a high standard to accommodate cycling demand from across the South Essex area.
- ◀ Continue to engage with key stakeholders and clubs to further develop cycling across South Essex, with organisations such as Cycle Southend offering a method for achieving this.
- ◀ Utilise documents such as Thurrock Council's Active Place Strategy to support sustaining and increasing cycling activity and to provide opportunity for connected cycleways throughout the South Essex authorities.

Parkour⁵

- ◀ Protect Hadleigh Park and ensure it is continued to be maintained to a high standard to accommodate parkour demand from across the South Essex area.
- ◀ Consider how local authorities can encourage further Parkour participation in public spaces.

⁴ Cycling was not included in the Thurrock PPS

⁵ Parkour was not included in the Thurrock PPS

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

MUGAs⁶

- ◀ Ensure that there is an even distribution of MUGAs across the local authority areas, focusing on creating additional provision where gaps are currently identified.
- ◀ Where there are a high number of MUGAs within an area, look at potential to rationalise and enhance quality of remaining provision.
- ◀ Improve quality of MUGAs currently assessed as poor quality that are required.
- ◀ Explore installation of additional floodlighting where possible to increase hours of usage and as such, better accommodate demand.
- ◀ Work alongside the findings of each Local Football Facility Plan, which will make a number of recommendations relating to existing and potential new MUGAs.

PART 5: OVERARCHING STRATEGIC RECOMMENDATIONS

The strategic recommendations have been developed via a combination of information gathered during consultation, site visits and analysis, which culminated in the production of the individual assessment reports and key drivers identified in the individual strategies. They reflect overarching and common areas to be addressed across South Essex and apply across all outdoor sports facilities, rather than being specific to one sport.

Whilst the same recommendations apply to each authority, the scale to which the recommendations need to be acted upon and the steps required to achieve the recommendations may differ. As such, for further guidance, please refer to the individual strategy documents, which set out more specific direction.

OBJECTIVE 1

To **protect** the existing supply of outdoor sports facilities where it is needed to meet current and future needs.

Recommendations:

- a. Ensure, through the use of the Playing Pitch Strategy, that outdoor sports facilities are protected through the implementation of local planning policy.
- b. Secure tenure and access to sites for high quality, development minded clubs, through a range of solutions and partnership agreements.
- c. Maximise community use of education facilities where there is a need to do so.

Recommendation (a) – Ensure, through the use of the Playing Pitch Strategy, that outdoor sports facilities are protected through the implementation of local planning policy.

The individual PPS assessment reports show that in each local authority, all currently used outdoor sports sites require protection or replacement and therefore cannot be deemed surplus to requirements because of shortfalls now and in the future. Lapsed, disused, underused and poor-quality sites should also be protected from development or replaced as there is a requirement for playing field land to meet the identified shortfalls. Therefore, based on the outcomes of the PPS, local planning policy should reflect this situation.

NPPF paragraph 74 states that existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless:

- ◀ An assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements; or
- ◀ The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location; or
- ◀ The development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Should outdoor sports facilities be taken out of use for any reason (e.g. council budget restraints), it is imperative that the land is retained so that it can be brought back into use in the future. This means that land containing provision should not be altered (except to improve play) and should remain free from tree cover and permanent built structures, unless the current picture changes to the extent that the site in question is no longer needed, or unless replacement provision is provided to an equal or greater quantity and quality.

The project should be used to help inform Development Management decisions that affect existing or new outdoor sports facilities and ancillary facilities. All applications are assessed by the local planning authorities on a case by case basis considering site specific factors. In addition, Sport England is a statutory consultee on planning applications that affect or prejudice the use of playing field and will use the PPS to help assess that planning application against its Playing Fields Policy.

Sport England's playing field policy exception E1 only allows for development of lapsed or disused playing fields if a PPS shows a clear excess in the quantity of playing pitch provision at present and in the future across all playing pitch sports types and sizes.

Policy Exception E1:

'A carefully quantified and documented assessment of current and future needs has demonstrated to the satisfaction of Sport England that there is an excess of playing field provision in the catchment, and the site has no special significance to the interests of sport'.

Where the PPS cannot demonstrate the site, or part of a site, is clearly surplus to requirements then replacement of the site, or part of a site, will be required to comply with Sport England policy exception E4.

Policy Exception E4:

'The playing field or fields to be lost as a result of the proposed development would be replaced, prior to the commencement of development, by a new playing field site or sites:

- ◀ of equivalent or better quality and
- ◀ of equivalent or greater quantity;
- ◀ in a suitable location and
- ◀ subject to equivalent or better management arrangements.

Any disused/lapsed sites are included within the individual strategies together with a recommendation in relation to the need to bring the site back into use or mitigate the loss on a replacement site to address the shortfalls identified.

It may be appropriate to consider rationalisation of some existing outdoor sport sites (that are of low value i.e. one/two pitch sites with no changing provision) in some of the local authorities to generate investment and focus resources towards creating bigger, better quality sites (hub sites). Such sites could then be re-purposed to meet other recreational needs or, if appropriate and agreed upon, lost for development.

Recommendation (b) – Secure tenure and access to sites through a range of solutions and partnership agreements.

A number of education sites are being used across the local authorities for competitive play, predominately for football. In some cases, use of pitches has been classified as secure, however, use is not necessarily formalised and further work should be carried out to ensure an appropriate community use agreement is in place (including access to changing provision where required).

NGBs, Sport England and other appropriate bodies such as Active Essex and the Football Foundation can often help to negotiate and engage with providers where the local authority may not have direct influence. This is particularly the case at sites that have received funding from these bodies or are going to receive funding in the future as community access can be a condition of the agreement.

In the context of the Comprehensive Spending Review, which announced public spending cuts, it is increasingly important for the councils to work with voluntary sector organisations to enable them to take greater levels of ownership and support the wider development and maintenance of facilities. To facilitate this, where practical, it should support and enable clubs to generate sufficient funds, providing that this is to the benefit of sport.

Councils should also further explore opportunities where security of tenure could be granted via lease agreements (minimum 25 years as recommended by Sport England and NGBs) so clubs are in a position to apply for external funding. This is particularly the case at poor quality local authority sites, possibly with inadequate ancillary facilities, so that quality can be improved and sites developed.

Local sports clubs should be supported by partners including the Council and NGBs to achieve sustainability across a range of areas including management, membership, funding, facilities, volunteers and partnership work. For example, support club development and encourage clubs to develop evidence of business and sports development plans to generate income via their facilities. All clubs could be encouraged to look at different management models such as registering as Community Amateur Sports Clubs (CASC)⁷. They should also be encouraged to work with partners locally – such as volunteer support agencies or local businesses.

For clubs with lease arrangements already in place, these should be reviewed when fewer than 25 years remain on existing agreements to secure extensions, thus improving security of tenure and helping them attract funding for site developments. Any club with less than 25 years remaining on an agreement is unlikely to gain any external funding.

Each club interested in leasing a site should be required to meet service and/or strategic recommendations. An additional set of criteria should also be considered, which takes into account club quality, aligned to its long-term development objectives and sustainability, as seen in the table overleaf.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Table 5.1: Recommended criteria for lease of sport sites to clubs/organisations

Club	Site
<p>Clubs should have Clubmark/FA Charter Standard accreditation award.</p> <p>Clubs commit to meeting demonstrable local demand and show pro-active commitment to developing school-club links.</p> <p>Clubs are sustainable, both in a financial sense and via their internal management structures in relation to recruitment and retention policy for both players and volunteers.</p> <p>Ideally, clubs should have already identified (and received an agreement in principle) any match funding required for initial capital investment identified.</p> <p>Clubs have processes in place to ensure capacity to maintain sites to the existing, or better, standards.</p>	<p>Sites should be those identified as 'Club Sites' (recommendation d) for new clubs (i.e. not those with a City-wide significance) but that offer development potential.</p> <p>For established clubs which have proven success in terms of self-management 'Key Centres' are also appropriate.</p> <p>As a priority, sites should acquire capital investment to improve (which can be attributed to the presence of a Clubmark/Charter Standard club).</p> <p>Sites should be leased with the intention that investment can be sourced to contribute towards improvement of the site.</p>

The councils could establish a series of core outcomes to derive from clubs taking on a lease arrangement to ensure that the most appropriate clubs are assigned to sites. As an example, outcomes may include:

- ◀ Increasing participation.
- ◀ Supporting the development of coaches and volunteers.
- ◀ Commitment to quality standards.
- ◀ Improvements (where required) to facilities, or as a minimum retaining existing standards.

In addition, clubs should be made fully aware of the associated responsibilities/liabilities when considering leases of multi-use public playing fields. It is important in these instances that the site, to some degree, remains available for other purposes or for other users.

Community asset transfer

The Sport England Community Sport Asset Transfer Toolkit is a bespoke, interactive web based tool that provides a step by step guide through each stage of the asset transfer process: http://archive.sportengland.org/support_advice/asset_transfer.aspx

Recommendation (c) Maximise community use of education facilities where there is a need to do so.

In order to maximise community use of educational facilities it is recommended to establish a more coherent, structured relationship with schools. The ability to access good facilities within the local community is vital to any sports organisation, yet many clubs struggle to find good quality places to play and train. Pricing policies at facilities can be barrier to access at some of the education sites but physical access and resistance from schools, especially some academies, to open up provision is also an issue.

A large number of sporting facilities are located on education sites and making these available to sports clubs can offer significant benefits to both the schools and the local clubs. Councils and other key partners must work with schools to develop an understanding of the issues that restrict or affect community access. Support should be provided, where appropriate, to address underlying problems. Consideration should be given to a centralised booking system for community use of schools to minimise administration and make access easier for the users.

In many instances, grass pitches are unavailable for community use due to poor quality and therefore remedial works and improved maintenance will be required before community use can be established. The low carrying capacity of these pitches sometimes leads to them being played to capacity or overplayed simply due to curricular and extra-curricular use, meaning they cannot accommodate any additional use by the community.

As a priority, community use options should be explored at large schools offering numerous pitches. Securing access to these sites will significantly reduce grass pitch shortfalls throughout the local authorities that they are based within. This also ties in with recommendations made in the indoor leisure facilities strategies, which make a recommendation to work with selected schools to increase their availability for community use, particularly relating to sports hall.

Another recommendation made in the indoor leisure facilities strategies is to work with colleagues in Education to ensure that any new schools or improvements to sports facilities in existing schools are accompanied by a community use agreement. This should also apply to outdoor sports facilities in order to provide greater security of tenure to club users.

As detailed earlier, NGBs and Sport England can often help to negotiate and engage with schools where the local authority may have limited direct influence i.e. at academies. This is particularly the case at sites that have received funding from the relevant bodies or are going to receive funding in the future as community access can be a condition of the funding agreement.

OBJECTIVE 2

To **enhance** outdoor sports provision and ancillary facilities through improving quality and management of sites.

Recommendations:

- d. Improve quality
- e. Adopt a tiered approach (hierarchy of provision) to the management and improvement of sites.
- f. Work in partnership with stakeholders to secure funding
- g. Secure developer contributions.

Recommendation (d) – Improve quality

There are a number of ways in which it is possible to improve quality, including, for example, addressing overplay and improving maintenance. Given that the majority of councils' face reducing budgets it is currently advisable to look at improving key sites as a priority (e.g. the largest sites that are the most overplayed or the poorest). The action plans within the individual strategy documents provide a starting point for this, identifying key sites, poor quality site and/or sites that are overplayed.

With such pressures on budgets, any wide-ranging direct investment into pitch quality is challenging and other options for improvements should be considered. This could be via asset transfer as highlighted in Objective 1, with clubs taking on maintenance, whilst other options may include equipment banks and the pooling of resources for maintenance.

Addressing quality issues

Quality across the local authorities is variable but generally most pitches are assessed as standard quality. Where facilities are assessed as standard or poor quality and/or overplayed, maintenance regimes should be reviewed and, where possible, improved to ensure that what is being done is of an appropriate standard to sustain/improve pitch quality. Ensuring continuance of existing maintenance of good quality sites is also essential.

It is also important to note the impact the weather has on quality. The worse the weather, the poorer facilities tend to become, especially if no drainage systems are in place or if existing drainage systems are inadequate. This also means that quality can vary, year on year, dependent upon the weather and levels of rainfall.

Based upon an achievable target using existing quality scoring to provide a baseline, a standard should be used to identify deficiencies and investment should be focused on those sites which fail to meet the proposed quality standard (using the site audit database as provided in electronic format). The strategic approach to outdoor sports facilities achieving these standards should be to enhance quality and therefore the planning system should seek to protect them.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

For the purposes of quality assessments, outdoor sports facilities and ancillary facilities are separately reported as being of 'Good', 'Standard' or 'Poor' quality. Some good quality sites may have poor quality elements and vice versa (e.g. a good quality pitch may be serviced by poor quality changing facilities).

Good quality refers to pitches that have, for example, good grass cover, an even surface, are free from litter. For rugby, a good quality pitch is also pipe and/or slit drained. In terms of ancillary facilities, good quality refers to access for disabled people, sufficient provision for referees, juniors/women/girls and appropriate provision of showers, toilets and car parking.

Standard quality refers to pitches that have, for example, adequate grass cover, minimal signs of wear and tear and goalposts may be secure but in need of minor repair. For rugby, drainage is natural but adequate. In terms of ancillary facilities, standard quality refers to adequately sized changing rooms, storage provision and provision of toilets.

Poor quality refers to provision with, for example, inadequate grass cover, uneven surfaces and poor drainage. In terms of ancillary facilities, poor quality refers to inappropriate changing rooms with no showers, no running water and/or old, dated interiors. If a poor quality site receives little or no usage that is not to say that no improvement is needed, it may instead be the case that it receives no demand because of its quality, thus an improvement in said quality will attract demand to the site, potentially from overplayed standard or good quality sites.

Without appropriate, fit for purpose ancillary facilities, good quality pitches may be underutilised. Changing facilities form the most essential part of this offer and therefore key sites should be given priority for improvement.

In order to prioritise investment into key sites it is recommended that the Steering Group within each local authority works up a list of criteria, relevant to the authority and the wider South Essex region, to provide a steer on future investment.

Addressing overplay

In order to improve the overall quality of the outdoor facility stock; it is necessary to ensure that provision is not overplayed beyond recommended carrying capacity. This is determined by assessing quality (via a non-technical site assessment) and allocating a match limit to each (daily for hockey, weekly for football and rugby union and seasonal for cricket).

The FA, the RFU, the ECB and EH all recommend a number of matches that pitches should take based on quality, as seen in the table below. For other grass pitch sports, no guidelines are set by the NGBs although it can be assumed that a similar trend should be followed.

Capacity of pitches

Sport	Pitch type	No. of matches		
		Good quality	Standard quality	Poor quality
Football	Adult pitches	3 per week	2 per week	1 per week
	Youth pitches	4 per week	2 per week	1 per week
	Mini pitches	6 per week	4 per week	2 per week

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Sport	Pitch type	No. of matches		
		Good quality	Standard quality	Poor quality
Rugby union	Natural Inadequate (D0)	2 per week	1.5 per week	0.5 per week
	Natural Adequate (D1)	3 per week	2 per week	1.5 per week
	Pipe Drained (D2)	3.25 per week	2.5 per week	1.75 per week
	Pipe and Slit Drained (D3)	3.5 per week	3 per week	2 per week
Cricket	One grass wicket	5 per season	N/A	N/A
	One synthetic wicket	60 per season		

For all remaining non-pitch sports (e.g. bowls and tennis) there are no capacity recommendations set out by the NGBs. Instead, potential capacity is evaluated on a site-by-site basis following consultation and site assessments.

It is imperative to engage with clubs to ensure that sites are not played beyond their capacity. Play should therefore be encouraged, where possible, to be transferred to alternative venues that are not operating at capacity. This may include transferring play to 3G pitches or to sites not currently available for community use but which may be in the future.

A cost-effective way to reduce unofficial use (and therefore overplay), particularly for football, could be to remove goalposts in between match days, principally at open access, high traffic sites that are managed by clubs. This will, however, require adequate, secured storage to be provided.

For cricket, an increase in the usage of NTPs is key to alleviating overplay as this allows for the transfer of junior demand from grass wickets. It also does not require any additional playing pitch space as NTPs can be installed in situ to existing squares.

For rugby union, additional floodlighting can mitigate some of the overplay as it allows training demand to be spread across a greater number of pitches or unmarked areas. If permanent floodlighting is not possible, portable floodlighting is an alternative, as is the installation of a World Rugby compliant 3G pitch.

Increasing maintenance

Standard or poor grass pitch quality may not just be a result of poor drainage. In some instances, ensuring there is an appropriate maintenance for the level/standard of play can help to improve quality and therefore increase pitch capacity. Each NGB can help with reviewing pitch maintenance regimes.

The FA and ECB are part of the Pitch Improvement Programme (PIP) which has been developed in partnership with Institute of Groundsmanship (IOG) to develop a grass pitch maintenance service that can be utilised by grassroots clubs with the aim of improving knowledge, skills and therefore the quality of pitches. The key principles behind the service are to provide clubs with advice/practical solutions in a range of areas, with the simple aim of improving playing surfaces. The programme is designed to help clubs on sites that they themselves manage and maintain but can also be used to advise council-maintained sites.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

In relation to cricket specifically, maintaining high pitch quality is the most important aspect of the sport. If the wicket is poor, it can affect the quality of the game and, in some instances, become dangerous. The ECB recommends full technical assessments of wickets and pitches available through a Performance Quality Standard Assessment (PQS). The PQS assesses a cricket square to ascertain whether it meets the standards that are benchmarked by the IoG.

Recommendation (e) – Adopt a tiered approach (hierarchy of provision) to the management and improvement of sites

To allow for facility developments to be programmed within a phased approach the Council should adopt a tiered approach to the management and improvement of playing pitch sites and associated facilities. Please refer to Part 5: Action Plan in each individual strategy documents for further information.

Recommendation (f) – Work in partnership with stakeholders to secure funding

Partners, led by the councils, should ensure that appropriate funding secured for improved sports provision are directed to areas of need, underpinned by a robust strategy for improvement in outdoor sports facilities.

In order to address the community's needs, to target priority areas and to reduce duplication of provision, there should be a coordinated approach to strategic investment. In delivering this recommendation, the councils should maintain a regular dialogue with local partners and through the Steering Group.

Although some investment in new provision will not be made by the councils directly, it is important that they seek to direct and lead a strategic and co-ordinated approach to facility development by education sites, NGBs, sports clubs and the commercial sector to address community needs whilst avoiding duplication of provision.

One of sport's greatest contributions is its positive impact on public health and it is therefore important to lever in investment from other sectors such as health and wellbeing, for example. Sport and physical activity can have a profound effect on peoples' lives, and plays a crucial role in improving community cohesion, educational attainment and self-confidence.

Please refer to Appendix Two for further funding information which includes details of the current opportunities, likely funding requirements and indicative project costs.

Recommendation (g) –Secure developer contributions

It is important that the strategies inform policies and supplementary planning documents by setting out the approach to securing sport and recreational facilities through new housing development.

For playing pitches, the councils should use Sport England's new Playing Pitch Demand Calculator as a tool for determining developer contributions linking to sites within the locality. This uses team generation rates (TGRs) from the individual assessment reports to determine how many new teams would be generated from an increase in population derived from housing growth. It then converts this into pitch requirements and gives the associated costs (both for providing the provision and for its life cycle).

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

The above should be used to help determine the likely impact of a new development on demand and the capacity of existing sites in the area, and whether there is a need for improvements to increase capacity of existing provision or if new provision is required. Where a development is located within access of existing high-quality provision, this does not necessarily mean that there is no need for further provision or improvement to existing provision, as additional demand arising from the development is likely to result in increased usage (which can result in overplay or quality deterioration).

Where it is determined that new provision is required to accompany a development, priority should be placed on providing facilities that contribute towards alleviating existing shortfalls within the locality. To determine what supply of provision is provided, it is imperative that the findings of this work are taken into consideration and that consultation takes place with the relevant NGBs. This is due to the importance of ensuring that the stock of facilities provided is correct to avoid provision becoming unsustainable and unused, such as single grass pitch football sites without adequate ancillary facilities or new cricket/rugby grounds located away from existing clubs.

The guidance should form the basis for negotiation with developers to secure contributions to include provision and/or enhancement of appropriate playing fields and subsequent maintenance. Section 106 contributions could also be used to improve the condition and maintenance regimes of the pitches in order to increase pitch capacity to accommodate more matches.

A number of planning policy objectives should be implemented to enable the above to be delivered:

- ◀ Most new developments which create net additional floor space of 100 square metres or more or create a new dwelling.
- ◀ Planning consent should include appropriate conditions and/or be subject to specific planning obligations. Where developer contributions are applicable, a Section 106/CIL Agreement or equivalent must be completed that should specify, when applied, the amount that will be linked to Sport England's Building Cost Information Service from the date of the permission and timing of the contribution/s to be made.
- ◀ Contributions should also be secured towards the first ten years of maintenance on new pitches. NGBs and Sport England can provide further and up to date information on the associated costs.
- ◀ External funding should be sought/secured to achieve maximum benefit from the investment into appropriate playing pitch facility enhancement and its subsequent maintenance.
- ◀ Where new multiple pitches are provided, appropriate changing rooms and associated car parking should be located on site.
- ◀ All new or improved outdoor sports facilities on school sites should be subject to community use agreements.

OBJECTIVE 3

To **provide** new outdoor sports facilities where there is current or future demand to do so.

Recommendations:

- h. Identify opportunities to add to the overall stock to accommodate both current and future demand.
- i. Rectify quantitative shortfalls through the current stock.

Recommendation (h) - Identify opportunities to add to the overall stock to accommodate both current and future demand

The Steering Group should use and regularly update the action plans within each individual Strategy as well as in this overarching Strategy for improvements to each councils' own outdoor sports facilities, whilst recognising the need to support partners. The action plans list improvements to be made to each site focused upon both qualitative and quantitative improvements as appropriate for each local authority and analysis area.

Although there are identified shortfalls of match equivalent sessions, most current and future demand is currently being met and most shortfalls can be addressed via quality improvements and/or improved access to sites that are presently used minimally or currently unavailable. Adding to the current stock, particularly in the short term, is therefore not recommended as a priority, except in the case of 3G pitches, NTPs and to a lesser extent sand-based AGPs, where there is significant housing growth, or where sites fall out of use and require mitigation.

For 3G pitches, there is a shortfall of provision within each local authority. As such, the local authorities should work together when installing new provision to ensure that they are at strategically suitable sites that can benefit neighbouring authorities rather than hindering any current or potential future cross border provision.

Recommendation (i) - Rectify quantitative shortfalls through the current stock

The councils and their partners should work to rectify identified inadequacies and meet identified shortfalls as outlined in the preceding individual assessment reports and strategies.

It is important that the current levels of provision are protected, maintained and enhanced to secure provision now and in the future. For most sports the current and future demand for provision identified across the local authorities can be overcome through maximising use of existing stock through a combination of:

- ◀ Improving quality in order to improve the capacity to accommodate more demand.
- ◀ Transferring demand from overplayed sites to sites with spare capacity.
- ◀ The re-designation of facilities.
- ◀ Securing long term community use at school sites including those currently unavailable.
- ◀ Working with commercial and private providers to increase usage.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Unmet demand, changes in sport participation and trends and proposed housing growth should be recognised and factored into future facility planning. Assuming that an increase in participation and housing growth occurs, it will impact on the future need for certain types of outdoor sports facilities.

PART 6: OVERARCHING ACTION PLAN

The overarching site-by-site action plan seeks to address key issues identified at key sites across all five local authorities. It provides recommendations based on current levels of usage, quality and future demand, as well as the potential at these sites for enhancement. It should be reviewed in the light of staff and financial resources in order to prioritise support for strategically significant provision and provision that other providers are less likely to make.

The identification of sites within the overarching action plan is based on their strategic importance in a South Essex wide context, e.g. they accommodate demand from more than its own local authority, they accommodate a lot of demand, or the recommended action has the greatest impact on addressing shortfalls either on a sport-by-sport basis or across the area as a whole. The inclusion of such sites is not to say that the recommendations are more important than the recommendations for sites not included, but is recognition that the recommendations and outcomes are more likely to apply to more than one local authority. For sites not included, please see the individual PPS strategy and action plan documents.

Also included within the overarching action plan is a strategic action plan, providing recommendations required to achieve what is set out in Part 5 of this document. This includes options for consideration in regards to improving quality, improving security of tenure, securing developer contributions and protecting/adding to the existing stock of facilities. These have been chosen as they are considered to relate to each local authority included, although the extent to which may vary.

Management and development

The Steering Group that will look to implement these overarching recommendations should comprise a priority list of actions based on South Essex wide priorities, NGB priorities and available funding. To allow for facility developments to be programmed within a phased approach, the group should adopt a tiered approach to the management and improvement of outdoor facility sites and associated provision.

The following issues should be considered when undertaking sports related site development or enhancement:

- ◀ Financial viability.
- ◀ Security of tenure.
- ◀ Planning permission requirements and any foreseen difficulties in securing permission.
- ◀ Adequacy of existing finances to maintain existing sites.
- ◀ Business Plan/Masterplan – including financial package for creation of new provision where need has been identified.
- ◀ Analysis of the possibility of shared site management opportunities.
- ◀ The availability of opportunities to lease sites to external organisations.
- ◀ Options to assist community groups to gain funding to enhance existing provision.
- ◀ Negotiation with landowners to increase access to private hub sites.
- ◀ Football investment programme/3G pitch development with the FA and Football Foundation.

Partners

The overarching action plan is to be delivered as part of a joined-up approach between the South Essex councils. As such, it is designed to be pursued and adhered to by all relevant stakeholders and partners.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

The column indicating partners in the site action plan refers to the main organisations that the relevant councils would look to work with to support delivery of the actions. Given the extent of potential actions it is reasonable to assume that partners will not necessarily be able to support all of the actions identified but where the action is a priority and resource is available the partner will endeavour to provide support.

Site hierarchy

The individual strategy documents propose a tiered site hierarchy consisting of hub sites, key centres and local sites and include every site containing outdoor sports facilities. In contrast, the overarching action plan only considers sites with strategic importance to the wider South Essex region, meaning the large majority of sites included are considered to be hub sites, with some key centres also featured.

Furthermore, only sports/facility types that have a wider reach are included, resulting in some sports/facility types at the included sites being discounted. For example, football pitches at a site may be considered to be of strategic importance but a bowling green at the same site may not be, with only the football pitches therefore noted.

Priority

All site and strategic recommendations included are considered to have a high priority level to the wider South Essex region. This is on the basis of the impact that carrying out the recommendations will have on addressing the key issues identified, therefore it is these projects which should generally, if possible, be addressed within the short term (1-2 years).

Costs and timescales

For information on the costs and timescales of carrying out the recommendations, please see the individual PPS strategy documents.

Aim

Each action in the site action plan seeks to meet at least one of the three aims of the Strategy; **Enhance, Provide, Protect**. However, given the importance of the sites listed, it is likely that the majority meet all three. For such information, please see the individual PPS strategy documents.

Overarching Site Action Plan

Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
3	Barleylands Farm Site 1	Basildon	Football	Private	<p>The land is designated for agricultural purposes, meaning the pitches have no security of tenure and can be removed at any time.</p> <p>Five adult, three youth 11v11, two youth 9v9, four mini 7v7 and three mini 5v5 pitches assessed as either standard or poor quality. The youth 11v11 and the mini 5v5 pitches are overplayed by 0.5 match equivalent sessions, whilst the youth 9v9 pitch is overplayed by 2.5 match equivalent sessions. Actual spare capacity on the remaining pitches are discounted due to unsecure tenure.</p> <p>Serves demand in Basildon.</p>	<p>Explore option of securing tenure or the site with the landowner; if this is not possible, ensure demand can be accommodated elsewhere through a combination of the creation of new grass pitches and new 3G provision.</p> <p>If tenure is secured, improve poor quality pitches to increase carrying capacity and alleviate overplay, and explore options to improve changing provision.</p>	FA
4	Barleylands Farm Site 2	Basildon	Football	Private	<p>The land is designated for agricultural purposes, meaning the pitches have no security of tenure and can be removed at any time.</p> <p>Four adult, five mini 5v5, four mini 7v7, three youth 11v11 and two youth 9v9 pitches, all rated as poor quality. The youth 11v11 pitches are overplayed by 4.5 match equivalent sessions per week, whilst remaining pitch types have capacity discounted due to unsecure tenure.</p> <p>Serves demand in Basildon.</p>	<p>Explore option of securing tenure or the site with the landowner; if this is not possible, ensure demand can be accommodated elsewhere through a combination of the creation of new grass pitches and new 3G provision.</p> <p>If tenure is secured, improve poor quality pitches to increase carrying capacity and alleviate overplay, and explore options to improve changing provision.</p>	FA
5	Barleylands Farm Site 3	Basildon	Football	Private	<p>The land is designated for agricultural purposes, meaning the pitches have no security of tenure and can be removed at any time.</p> <p>One adult and one youth 11v11 pitch rated as poor quality and two youth 9v9, one mini 7v7 and one youth 11v11 pitch rated as standard quality. No pitches are overplayed; however, any remaining capacity is discounted due to unsecure tenure.</p> <p>Serves demand in Basildon.</p>	<p>Explore option of securing tenure or the site with the landowner; if this is not possible, ensure demand can be accommodated elsewhere through a combination of the creation of new grass pitches and new 3G provision.</p> <p>If tenure is secured, improve poor quality pitches to increase carrying capacity and alleviate overplay, and explore options to improve changing provision.</p>	FA
-	Gardiners Lane South	Basildon	Football Rugby union Cricket Bowls Netball	Sports club	<p>Consisting of Basildon Post Office Club, Basildon Rugby Club, Basildon Sport and Leisure Club, Ford Sports and Social Club and The Stadium (Basildon United FC). A feasibility study concludes that Basildon Post Office Club, Basildon Rugby Club, Basildon Sport and Leisure Club and The Stadium should be amalgamated in situ, whilst Ford Sports and Social Club should be relocated to land in West Basildon. As part of the amalgamation, it is also proposing the creation of 3G pitch to satisfy Basildon Rugby Club and Basildon United FC.</p>	<p>Ensure all clubs at Gardiners Lane South that are remaining on site remain provided for in regards to the development, with any net loss of provision mitigated through the creation of new provision to equal or better quantity and quality.</p> <p>Support proposal for a 3G pitch to alleviate overplay of grass pitches.</p> <p>Improve clubhouse facilities serving clubs.</p> <p>Ensure provision provided for Ford Sports and Social Club is an equal or better quality and quantity if the re-location takes place and secure tenure to provide actual spare capacity.</p> <p>Consider 3G pitch provision as part of the relocation if a robust business plan warrants further development within the Basildon Analysis Area and is approved by the FA.</p> <p>No objection to the loss of the netball court providing contributions are made to improving other provision in the locality; however, the inclusion of the bowling green is required.</p>	<p>FA RFU Bowls England England Netball Sports clubs</p>

**SOUTH ESSEX
OVERARCHING PLAYING PITCH STRATEGY**

Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
7	Bartlett Park	Basildon	Football	Council	Two youth 9v9, two mini 7v7 and two mini 5v5 pitches all rated as standard quality. The mini 7v7 and youth 9v9 pitches have actual spare capacity of two and one match equivalent session respectively, whilst the 5v5 pitches are played to capacity at peak time. Aspirations are in place for the creation of an additional four youth 11v11 pitches on adjacent land. Currently serves Basildon but as a 3G site would also serve neighbouring authorities, in particular Rochford.	Utilise actual spare capacity via transfer of demand from overplayed sites or through future demand. Consider installation of a full size 3G pitch in order to reduce shortfalls in both Basildon and Rochford and if successful, consider making the site a double 3G pitch hub site. Support plans for additional pitches to be provided. South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.	FA
11	Basildon Sporting Village	Basildon	Football	Council/ Everyone Active	Eight adult and four mini 7v7 pitches all rated as standard quality. The adult pitches have actual spare capacity amounting to two match equivalent sessions; the mini 7v7 pitches have actual spare capacity amounting to one match equivalent session. The site suffers from significant drainage issues. Pitches serve Basildon clubs. Due to spare capacity could accommodate additional adult and mini teams.	Look to improve quality of pitches through addressing drainage issues to further increase capacity.	FA Everyone Active
			3G		Six smaller sized 3G pitches that are floodlit and well used. Pitches serve Basildon as well as being likely to serve areas of Castle Point (e.g. South Benfleet) and Thurrock (e.g. Corringham).	Ensure pitches are maintained to a high standard to continue to meet demand and ensure a sinking fund is in place for long-term sustainability.	FA Everyone Active
			Cricket		Two standalone NTPs rated as standard quality. Used by one club as well as by Last Man Stands. Serves Basildon as well as serving teams from neighbouring authorities due to being a Last Man Stands venue.	Ensure quality remains sufficient for competitive play and resurface wicket when required.	ECB Everyone Active
			AGP		A full size sand-based AGP that is floodlit and used by Basildon HC for all training and matches. Serves residents from Basildon, Southend-on-Sea and Castle Point. Basildon HC reports that 90% of its members are from other local authorities. Most are from Southend-on-Sea, whilst many others travel from Castle Point.	Protect as a hockey suitable surface. Explore resurfacing in the near future and ensure a sinking fund is in place for long-term sustainability. Provide Basildon HC with greater security of tenure.	EH Everyone Active
			Netball		Twelve floodlit macadam courts rated as good quality. High netball demand at site, with competitive matches played during both summer and winter months. Courts serve clubs within Basildon due to Basildon & District Netball Association stating that clubs must be within a ten-minute drive time catchment to enter the league.	Sustain court quality and assess current maintenance regimes to prevent moss build up on courts.	England Netball Everyone Active
			Athletics		One eight lane, 400 metre synthetic track that is fully floodlit but assessed as poor quality. Used by Basildon Athletics Club, which has 688 members. Track serves demand in Basildon area; however, due to the track in Castle Point being disused, it is likely to accommodate demand from Castle Point as well. Once track resurfaced, meaning it can host higher level competition again, more imported demand may be generated.	Retain track for continued club use and seek to rectify quality issues through resurfacing the track.	England Athletics Everyone Active

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Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
13	Beauchamps High School	Basildon	3G	School	A good quality, full size, FA registered 3G pitch with floodlighting. Surface was provided in 2018 and is rated as good quality. Pitch accommodates clubs in Basildon, as well as likely accommodating demand from Rochford, in particular from areas such as Rayleigh.	<p>Ensure pitch is maintained to a high standard to continue to meet demand and prolong carpet life.</p> <p>Ensure a sinking fund is in place for repairs and future refurbishment.</p> <p>Ensure FA testing every three years so that the pitch can continue to accommodate competitive demand and attempt to maximise usage for this activity.</p>	FA School
16	Billericay Cricket Club	Basildon	Cricket	Sports Club	Two grass squares both rated as good quality, one with 22 wickets and one with 16 wickets. Combined, they are overplayed by 96 match equivalent sessions per season. Used for County matches and tournament finals as well as by Billericay CC. Serves Basildon demand as well as neighbouring authorities. Providing NTP at site on one or both squares would potentially increase use through Last Man Stands activity.	<p>Provide NTPs in situ to reduce overplay.</p> <p>To fully alleviate overplay, look to transfer more play onto Lake Meadows Park following quality improvements and/or seek usage of Hannakins Farm Community Centre.</p> <p>Ensure any new developments within the vicinity of the site do not prejudice cricket activity, especially in relation to ball striking.</p>	ECB Sports Club
18	Billericay Town Football Club	Basildon	Football	Sports Club	One adult and one youth 11v11 pitch both rated as good quality. Club plays at Step 3 of the football pyramid, meaning spare capacity is discounted. The Club has an aspiration to improve its clubhouse and to replace the youth 11v11 pitch with a full size 3G pitch. Currently serves Basildon but as a 3G site would also serve neighbouring authorities.	<p>Retain actual spare capacity to protect quality.</p> <p>Support club with plans to develop and 3G pitch ensure it is readily available for wider community demand.</p> <p>South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.</p> <p>If the 3G pitch is successful, consider creation of converting stadia pitch to 3G in order to create a double 3G pitch hub site.</p> <p>Support club with clubhouse plans.</p>	FA Sports Club
24	Eversley Leisure Centre	Basildon	Football	Council	Four adult, one youth 11v11, one youth 9v9, two mini 7v7 and one mini 5v5 pitch all rated at poor quality. The youth 11v11 pitch is overplayed by three match equivalent sessions, whereas the youth 9v9 pitch and the mini 5v5 pitches are overplayed by 1.5 match equivalent sessions. Actual spare capacity on the adult pitches discounted due to quality. Serves demand in Basildon.	<p>Improve pitch quality to provide actual spare capacity on the adult pitches and to reduce overplay on the youth 11v11 pitch and to fully alleviate overplay on the youth 9v9 pitch and mini 5v5 pitch.</p> <p>Re-configure adult pitches to create additional youth 11v11 pitches in order to transfer remaining overplay from existing youth 11v11 pitch.</p>	FA
			3G	A full size 3G pitch rated as good quality having been provided in 2018. FA registered to host competitive football. Pitch accommodates clubs in Basildon, as well as likely accommodating demand from Rochford, in particular from areas such as Rayleigh.	<p>Ensure pitch is maintained to a high standard to continue to meet demand and prolong carpet life.</p> <p>Ensure a sinking fund is in place for repairs and future refurbishment.</p> <p>Ensure FA testing every three years so that the pitch can continue to accommodate competitive demand and attempt to maximise usage.</p>		

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Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
32	Hannakins Farm Community Centre	Basildon	Football	Community organisation	Two adult, two youth 11v11, one youth 9v9, two mini 7v7 and one mini 5v5 pitch all rated as standard quality. The adult, mini 7v7 and mini 5v5 pitches all have actual spare capacity, whereas the youth 11v11 and youth 9v9 pitches are played to capacity at peak time. Pitches serve Basildon clubs. Due to spare capacity could accommodate additional adult, youth and mini teams.	Utilise actual spare capacity through the transfer of demand from overplayed sites or via future demand.	FA Community Organisation
			3G		One good quality, full size, FA registered 3G pitch with floodlighting. Pitch was resurfaced in 2017 and is rated as good quality. Pitch accommodates clubs in Basildon, as well as likely accommodating demand from neighbouring authorities.	Ensure pitch is maintained to a high standard to continue to meet demand. Ensure a sinking fund is in place for repairs and future refurbishment. Ensure FA testing every three years so that the pitch can continue to accommodate competitive demand and attempt to maximise usage. South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand. Consider installation of a second full size 3G pitch to create a multi 3G pitch hub.	FA Community organisation
34	James Hornsby High School	Basildon	3G		One full size 3G pitch that is floodlit and rated as good quality. Pitch is FA registered and used for home fixtures by six teams. Pitch accommodates clubs in Basildon, as well as likely accommodating demand from neighbouring authorities.	Ensure pitch is maintained to a high standard to continue to meet demand and prolong carpet life. Ensure a sinking fund is in place for repairs and future refurbishment. Ensure FA testing every three years so that the pitch can continue to accommodate competitive demand and attempt to maximise usage for this activity.	FA School
57	Woodlands School	Basildon	3G	School	A good quality, full size, FA registered 3G pitch with floodlighting. Pitch was resurfaced in 2015 and is rated as good quality. Pitch accommodates clubs in Basildon, as well as likely accommodating demand from neighbouring authorities.	Ensure pitch is maintained to a high standard to continue to meet demand and prolong carpet life. Ensure a sinking fund is in place for repairs and future refurbishment. Ensure FA testing every three years so that the pitch can continue to accommodate competitive demand and attempt to maximise usage for this activity.	FA School

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Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
33	Waterside Farm Leisure Centre	Castle Point	Football	Council	Eight adult, three youth 9v9 and three mini 5v5 pitches all of standard quality. No spare capacity exists in the peak period. The adult pitches are used by youth 11v11 teams. Canvey Island Youth FC has taken on a lease of the area inside the athletics track and plans to create additional provision in the near future. Changing facilities servicing the Club are considered basic. Serves Castle Point demand, as well as some demand from Basildon and Southend-on-Sea.	Support Canvey Island Youth FC in its aspirations for the grass area inside the athletics track providing that it does not negatively impact athletics participation should the track be re-instated. Improve changing facilities servicing the Club.	FA
			3G		A good quality 3G pitch, converted from a sand-based AGP in 2013. It is FA approved for competitive matches and currently has eight teams using it for this purpose. Pitch accommodates clubs in Castle Point, as well as likely accommodating demand from neighbouring authorities.	Sustain pitch quality through appropriate maintenance and seek to maximise usage, particularly for matches. Ensure FA testing every three years so that the pitch remains suitable for match play. Ensure a sinking fund is in place for long-term sustainability. Consider creation of a second 3G pitch in order to provide a multi-pitch hub site. South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand. Look at potential of second 3G pitch being WRC to accommodate rugby training demand and alleviate overplay on grass rugby union pitches in the area.	FA RFU
			Athletics		Six lane synthetic track which is rated as poor quality and due to significant quality issues is no longer in use. Significant demand exists for it to be brought back up to standard. Would serve Castle Point demand.	Consider re-instating the track given the demand expressed.	England Athletics
7	Deanes School Sports Centre	Castle Point	Football	School	Two adult, one youth 9v9, one mini 7v7 and one mini 5v5 pitch all of standard quality. Spare capacity is discounted due to unsecure tenure. The adult pitches are used by youth 11v11 teams. Currently serves Castle Point but as a 3G site would also serve neighbouring authorities. In particular, Rochford.	Provide club users with a community use agreement to improve security of tenure and to provide actual spare capacity. Reconfigure one of the adult pitches to better accommodate youth 11v11 demand. Consider installation of a full size 3G pitch provided that is fully available to the community and has a robust business plan in place. South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.	FA School
			Tennis		Six floodlit macadam courts that are assessed as good quality and used by Deanes TC via a community use agreement. Also accompanied by indoor courts. Serves Castle Point demand.	Sustain quality through appropriate maintenance.	LTA School
			Netball		Four floodlit courts that are assessed as good quality and in use by the Southend & District Netball League. The League previously used Westcliff High School for Girls in Southend-on-Sea and may return there if court quality improves. Serves both Castle Point and Southend-on-Sea demand due to site being used by Southend & District Netball League.	Sustain quality through appropriate maintenance. Ensure courts remain sustainable if league demand transfers off site.	England Netball School

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Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
27	The Appleton School	Castel Point	Football	School	Two youth 11v11 and two youth 9v9 pitches assessed as poor quality. The youth 11v11 pitches are overplayed by 0.5 match equivalent sessions; the youth 9v9 pitches have spare capacity discounted due to unsecure tenure. Currently serves Castle Point but as a 3G site would also serve neighbouring authorities.	<p>Improve quality to alleviate overplay.</p> <p>Provide club users with security of tenure via a community use agreement.</p> <p>Consider installation of a full size 3G pitch provided that is fully available to the community and has a robust business plan in place.</p> <p>South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.</p>	FA School
-	Hadleigh Park	Castle Point	Cycling	Council	An Olympic mountain bike course consisting of 5km of sandstone track. Used by Hadleigh MTB Club as well as recreational users. Serves South Essex area due to being only purpose-built cycling facility in the area.	Sustain quality through appropriate maintenance and continue to maximise usage.	British Cycling Active Essex
			Parkour		A Parkour facility that caters for a broad spectrum of individuals and is a popular destination for Parkour groups across South Essex and beyond. Serves South Essex area due to being only purpose-built Parkour facility in the area.	Sustain quality through appropriate maintenance and continue to maximise usage.	Parkour UK Active Essex
2	Apex Sports Ground	Rochford	Football	Community Organisation	Three youth 11v11 four youth 9v9, two mini 7v7 and two mini 5v5 pitches, all of which are standard quality. All pitches are used to capacity at peak time. Hawkwell Athletics FC reports it has received funding to create purpose built ancillary facilities. Site has been recognized as a potential site for a full size floodlit stadia 3G pitch based on identified shortfalls. Currently serves Rochford as a 3G site would also serve neighbouring authorities.	<p>Explore the feasibility of improving car parking facilities on sit in line with existing planning permission.</p> <p>Ensure security of tenure for Hambro Colts YFC via a long-term lease arrangement.</p> <p>Utilise actual spare capacity through the transfer of demand from overplayed sites or via future demand.</p> <p>South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.</p>	FA Community Organisation
8/9	Clements Hall Leisure Centre/ Clements Hall Playing Field.	Rochford	3G	Trust	A good quality smaller sized floodlit 3G pitch which is available for community use. Is some Section 106 money allocated to the site which could contribute towards full size 3G pitch development. Currently serves Rochford as a 3G site would also serve neighbouring authorities.	<p>Retain for continued recreational/ casual demand.</p> <p>Consider site for new 3G pitch. Site may also have potential to be a double 3G pitch hub site.</p> <p>South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.</p>	FA Trust
17	Greensward Academy	Rochford	3G		Site has been recognized for a potential full size 3G pitch based on identified shortfalls. As a 3G site would also serve neighbouring authorities.	<p>Explore the feasibility of creating a full size floodlit 3G pitch on site to reduce District shortfalls.</p> <p>South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.</p>	FA School

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Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
25	King Edmund Business & Enterprise School	Rochford	Football	School	Two youth 11v11 and two youth 9v9 pitches, all of which are standard quality with actual spare capacity discounted due to unsecure tenure. The School has been gifted land adjacent to its site and has aspirations to develop an adult pitch that will be available to the community. The site has also been recognised as a potential site for a full size floodlit 3G pitch based on identified shortfalls. As a 3G site would also serve neighbouring authorities.	Pursue security of tenure for club users via a community use agreement, potentially linking it to a 3G pitch funding agreement. Support the School in its aspirations to develop an additional pitch. Explore the feasibility of creating a full size floodlit 3G pitch on site to reduce District shortfalls. South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.	FA School
			Sand AGP	A full size floodlit sand-based AGP that is assessed as standard quality albeit is now at the end of its lifespan having been installed in 2006. Used by both Southend & Benfleet and Rochford hockey clubs, as well as by Southend HC occasionally. Clubs report issues accessing appropriate ancillary facilities after matches and state that the current changing rooms are insufficient. Serves Rochford and Southend-on-Sea demand.	Explore funding options to refurbish the pitch and ensure it remains hockey suitable. Encourage the provider to establish a mechanism for long-term sustainability such as a sinking fund. Pursue security of tenure for clubs through community use agreements. Explore providing appropriate ancillary facilities including changing rooms.	EH School	
33	Rayleigh Town Sports and Social Club	Rochford	Football	Sports club	Two adult, two mini 7v7 and two mini 5v5 pitches. The two adult pitches are good quality; the mini 7v7 and mini 5v5 pitches are standard quality. All mini pitches are played to capacity at peak time, whereas the adult pitch has actual spare capacity of 0.5 match equivalent sessions. The Club has been granted planning permission to create a new club car park which will result in the loss of one of the mini pitches. The Club has issues regarding security of tenure but has been recognised for a potential full size floodlit 3G pitch based on identified shortfalls. Serves Rochford demand. As a 3G site would also serve neighbouring authorities.	Sustain pitch quality through appropriate maintenance. Ensure the Club continues to be provided for following the loss of one its mini pitches. Pursue security of tenure through a long-term lease extension without any break clauses. Explore the feasibility of creating a full size floodlit 3G pitch on site to reduce District shortfalls. South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.	FA Sports club
39	Sweyne Park School	Rochford	Sand AGP		A full size standard quality sand-based AGP that is used by Southend HC (imported demand). The pitch has reached the end of its lifespan having been installed in 2007. Pitch is not floodlit and therefore has limited community accessibility. Serves Rochford and Southend-on-Sea demand.	Explore funding options to refurbish the pitch and ensure it remains hockey suitable. Encourage the provider to establish a mechanism for long-term sustainability such as a sinking fund. Pursue security of tenure for club users via a community use agreement. Work in partnership with Southend-on-Sea Council to alleviate pitch shortfalls for Southend HC.	EH School
6	Boots and Laces Training Ground	Southend-on-Sea	Football	Sports Club	Four good quality adult pitches which are available for community use and have minimal spare capacity. Planning application has part full and part outline consent for a phased development for the relocation of Southend United FC. The footprint for the proposal would result in the replacement of the four adult pitches as well as Cecil Jones Academy's unattached playing fields, which are disused. The mitigation for the proposed development would be a new training ground (four adult pitches), a new stadia pitch, one small sized indoor 3G pitch and one full size community available 3G pitch. Serves Southend-on-Sea demand but as a 3G site would likely also serve neighbouring authorities, in particular Rochford due to very close proximity.	Support the proposed developed and ensure facilities are provided to a good, sustainable quality. Ensure long term secure community use of the full size 3G pitch. South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.	FA Sports club School
27	Playfootball (Southend)	Southend-on-Sea	3G	Commercial	A full size floodlit 3G pitch which is of standard quality having been built in 2008. Pitch is not FA registered despite being used	Resurface the full size pitch in the near future before quality deteriorates and ensure a sinking	FA

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Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
					for matches. In addition, there are eight smaller sized 3G pitches which are also floodlit. Site is used by Chase High School. Due to significant supply of 3G pitch provision likely to serve Southend-on-Sea and neighbouring authorities.	<p>fund is in place for long-term sustainability.</p> <p>Pursue FA testing every so it can accommodate competitive demand and remove existing demand if this does not take place.</p> <p>Retain smaller sized pitches for continued unaffiliated, recreational and informal activity.</p>	Commercial company
41	Southend Rugby Club	Southend-on-Sea	Rugby union	Sports Club	<p>Four poor quality senior pitches, three of which are floodlit and are overplayed by an accumulative 11 match equivalent sessions; the remaining pitch has spare capacity discounted due to quality issues. Serviced by poor quality ancillary facilities.</p> <p>The Club rents the pitches from the Council on an annual basis. Whilst this does provide some security of tenure, there is a need for a longer-term lease so that it can minimise expenditure and attract funding for site improvements.</p> <p>The RFU indicates that the site has the potential to receive funding for a World Rugby Compliant 3G pitch in the future. The Club aspires for a long-term lease of the pitches.</p>	<p>Improve pitch quality to reduce overplay, primarily through improved maintenance and the installation of an effective drainage system where appropriate.</p> <p>Provide the Club with a long-term lease of the pitches to aid it to attract the required funding. A lease of over 25 years is recommended to enable this.</p> <p>Identify funding opportunities to improve ancillary facilities.</p> <p>Explore the feasibility of the creation of an RFU World Rugby compliant 3G on site (in the context of potential proposals for an AGP pitch on adjoining Warners Bridge Park).</p> <p>If this is not possible, the RFU should work in partnership with the FA so that a new 3G pitch is also compliant for rugby usage when alleviating football shortfalls.</p>	RFU Sports Club
44	St Thomas More High School	Southend-on-Sea	AGP		<p>A full size poor quality hockey suitable AGP. Floodlight restrictions after 8pm. The pitch was built in 2001 and was previously accessed by Southend HC until quality issues forced the Club to relocate. The Club reports that if the surface was resurfaced and it had secured community access it would return to the site.</p> <p>Serves Southend-on-Sea demand, as well as demand from other areas such as Castle Point and Rochford due to individuals travelling across boundaries to play for Southend-on-Sea HC.</p>	<p>Consider resurfacing the pitch to alleviate hockey shortfalls or provide a new full-size AGP at Warners Bridge Park.</p> <p>If the AGP is resurfaced, ensure long-term security of tenure for hockey club users.</p>	EH School
47	The Len Forge Centre	Southend-on-Sea	Football	Community Organisation	<p>Four good quality adult pitches which have actual spare capacity of 2.5 match equivalent sessions. Clubs report the site has inadequate car parking.</p> <p>Serves Southend-on-Sea and Castle Point demand.</p>	<p>Sustain pitch quality through an appropriate maintenance regime.</p> <p>Utilise actual spare capacity to accommodate future demand or to alleviate over play from another site.</p> <p>Consider utilising actual spare capacity to increase stock of youth 11v11 pitches, given local shortfalls.</p> <p>Explore potential funding streams to improve car parking facilities.</p>	FA Community Organisation
			3G		<p>A full size floodlit 3G pitch which is of good quality. Pitch was built in 2015 and is FA registered.</p> <p>Serves Southend-on-Sea demand as well as serving Castle Point and Rochford demand.</p>	<p>Ensure pitch is maintained to a high standard to continue to meet demand and prolong carpet life.</p> <p>Ensure a sinking fund is in place for long-term sustainability.</p> <p>Ensure FA testing every three years so that the pitch can continue to accommodate competitive demand</p> <p>Explore the opportunity to create a second full size 3G pitch onsite to alleviate identified shortfalls.</p>	FA Community Organisation

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Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
51	Warners Bridge Park	Southend-on-Sea	AGP	Sports club	A full size good quality sand-based AGP that was refurbished in 2012. Old Southendians HC has a long-term lease of the pitch and ancillary facilities, with the site also used by Southend HC which is currently using three separate sites to meet its demand. Serves Southend-on-Sea demand, as well as demand from other areas such as Castle Point and Rochford due to individuals travelling across boundaries to play for Southend-on-Sea HC.	<p>Sustain quality through appropriate maintenance.</p> <p>Consider providing a second full size AGP in this location or elsewhere to alleviate hockey shortfalls (in the context of potential proposals for a 3G pitch on the site to service Southend RFC), or resurface the pitch at St Thomas More High School.</p>	EH Sports club
53	Westcliff High School for Girls Playing Fields	Southend-on-Sea	Netball		<p>Four poor quality macadam courts which are floodlit. Courts are unavailable for community use due to quality, although the School reports that it is in the process of obtaining relevant funding to enable refurbishment. Previously accessed by the Southend & District Netball League, however, due to their quality the League decided to relocate.</p> <p>Currently serves Southend-on-Sea demand. If site became a venue for the Southend & District Netball would likely bring in imported demand.</p>	Support the School in its refurbishment aspirations and explore return of demand from Southend & District Netball League.	England Netball LTA School
54	Youth Ground	Southend-on-Sea	Football	Sports Club	Two adult, one youth 11v11, two youth 9v9, two mini 7v7 and two mini 5v5 pitches that are all assessed as poor quality. The adult pitches are overplayed by one match equivalent session, the youth 11v11 pitch by 5.5 match equivalent sessions, the youth 9v9 pitches by four match equivalent sessions and the mini 7v7 pitches by two match equivalent sessions (the mini 5v5 pitches are played to capacity). Serviced by poor quality ancillary facilities. Garon Park CIC has aspirations to acquire a long-term lease of the site and plans to develop a cricket square <i>in situ</i> .	<p>Improve pitch quality to alleviate overplay.</p> <p>Explore the funding options to improve ancillary facility quality, particularly in regards to changing rooms and car parking.</p> <p>Support aspirations of Garon Park CIC but ensure the creation of a cricket square does not have a detrimental effect on football activity.</p>	FA Sports Club
84	Norman Garon Trust Football Pitches	Southend-on-Sea	Football	Trust	Two adult pitches, one youth 11v11 pitch, two youth 9v9 pitches, two mini 7v7 pitches and two mini 5v5 pitches all of which are standard quality. The youth 11v11 pitch is overplayed by two match equivalent sessions, whereas all remaining pitches are played to capacity at peak time. Garon Park CIC is currently in negotiations with Norman Garon Trust to formalise a long term lease the site. If successful, the CIC has aspirations to develop a full size floodlit 3G pitch to replace one of the adult grass pitches. Serves Southend-on-Sea demand and due to close proximity to Rochford, likely to serve residents from Rochford as well.	<p>Improve youth 11v11 pitch quality to alleviate overplay.</p> <p>Support Garon Park CIC in its lease aspirations and assist is the creation of a full size floodlit 3G pitch to alleviate identified shortfalls.</p> <p>If the full size floodlit 3G pitch is created and successful, explore the opportunity to create a second full size 3G pitch.</p> <p>South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.</p>	FA Trust
1	Aveley Football Club	Thurrock	3G	Sports Club	Club moved to a new site for the 2017-2018 season. Site has an adult and two youth pitches, as well as a stadia 3G pitch with limited community use. The Club plays at Step 4 of the football pyramid. Grays Athletic also use this site through a ground share. Currently serves Thurrock demand; however, with increased community use could serve neighbouring authorities as well as further Thurrock demand.	<p>Explore potential of increased community access on 3G stadia pitch.</p> <p>Ensure a sinking fund is in place for long-term sustainability.</p>	FA Sports Club

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Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
4	Blackshots Recreation Ground	Thurrock	Football	Council	Six adult pitches assessed as poor quality. Actual spare capacity of 1.5 match equivalent sessions. Changing facilities are poor quality and in danger of being condemned. Serves Thurrock demand. If site becomes a 3G pitch site, likely to serve demand from neighbouring authorities.	Improve pitch quality to increase carrying capacity and to attract increased demand.	FA
						Refurbish changing facilities to ensure adult football can remain at the site and explore relocation.	
			Cricket		Two poor quality squares, both with eight grass wickets. Actual spare capacity of 0.5 pitches exists during peak time for senior cricket. Poor quality changing facilities. Serves Thurrock demand. If NTP installed, likely to serve demand from neighbouring authorities due to potential of Last Man Stands activity.	Explore feasibility of providing a full size 3G pitch on site.	
						Improve maintenance to improve overall quality.	ECB
						Explore use of equipment banks.	
						Use actual spare capacity to accommodate future demand.	
						Consider installation of a non-turf wicket to create a possible LMS venue.	
						Improve changing facilities.	
17	Harris Academy Chafford Hundred	Thurrock	AGP	School	A full size, floodlit sand-based AGP. Last resurfaced in 2002 meaning it has reached the end of its lifespan. No club hockey use is recorded, with the majority of use being from football teams for training purposes. Serves Thurrock demand. If site becomes a 3G pitch site, likely to serve demand from neighbouring authorities	Resurface pitch and assess suitability for conversion to a 3G pitch in order to reduce local 3G shortfalls.	FA EH School
						Ensure a sinking fund is in place for long-term sustainability.	
						South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.	
20	Impulse Leisure (Belhus Park)	Thurrock	Football	Commercial	Five adult, two 9v9, one 7v7 and two 5v5 pitches assessed as standard quality. All pitches are played to capacity. Adult pitches are well used by youth 11v11 teams (as well as by adult teams). Changing facilities are rated as poor. Serves Thurrock demand. If site becomes a 3G pitch site, likely to serve demand from neighbouring authorities	Review maintenance regime to sustain and improve quality and current usage.	FA Commercial organisation
						Consider pitch reconfiguration to better accommodate youth 11v11 users and to increase local youth 11v11 pitch stock.	
						Improve changing facilities and consider incorporation into recommended improvements to onsite leisure centre.	
						Explore feasibility of providing a full size 3G pitch on site.	
						Explore feasibility of extending site to provide more pitches or to reduce shortfalls identified in the Indoor Leisure Facilities Strategy.	
						South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.	
48	William Edwards School	Thurrock	AGP	School	A small sized sand-based AGP. Provided in 2005, meaning it is has reach the end of its lifespan. No recorded hockey use. Serves Thurrock demand. If site becomes a 3G pitch site, likely to serve demand from neighbouring authorities	Resurface pitch and assess 3G suitability given lack of hockey demand.	School FA EH
						South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.	

**SOUTH ESSEX
OVERARCHING PLAYING PITCH STRATEGY**

Site ID	Site	Local authority	Sport	Management	Current status	Recommended actions	Partners
46	Thurrock Rugby Club	Thurrock	Rugby union	Sports Club	Three senior pitches have good maintenance, whilst remaining pitches have adequate maintenance. Drainage is natural (adequate). One senior pitch is floodlit and overplayed by four match equivalent sessions. Another senior pitch is also overplayed by four match equivalent sessions. Serves Thurrock demand. If site becomes a WRC 3G pitch site potential to serve rugby demand from neighbouring authorities.	<p>Seek to install additional floodlighting to spread out training demand and to reduce overplay.</p> <p>Consider installation of a drainage system to reduce overplay and increase carrying capacity.</p> <p>Assess suitability for a World Rugby compliant 3G pitch or explore off-site 3G options in partnership with the FA.</p> <p>Explore asset transfer of all pitches to Thurrock RUFC.</p> <p>Support club in its demand to develop its clubhouse facilities.</p>	RFU Sports Club
49	Mobil Fields	Thurrock	Football	Council	One adult and one 9v9 pitch assessed as poor quality. The 9v9 pitch is played to capacity, whilst 0.5 match equivalent sessions of actual spare capacity on the adult pitch is discounted due to quality issues. Changing facilities rated as poor quality. East Thurrock United FC reports aspirations to purchase the site to develop a stadia pitch and a 3G pitch. Serves Thurrock demand. If site becomes a 3G pitch site, likely to serve demand from neighbouring authorities	<p>Improve pitch quality to increase carrying capacity of the 9v9 pitch and to provide actual spare capacity on the adult pitch.</p> <p>Improve changing facilities.</p> <p>Consider aspirations of East Thurrock United FC but ensure there is no overall net loss of pitches. Any loss will require replacement provision to an equal or greater quantity and quality.</p> <p>Assess sites suitability to provide a 3G pitch.</p> <p>South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.</p>	FA Sports Club
52	Ockendon Academy	Thurrock	Football	School	Two poor quality adult pitches which are unavailable for community use. The School aspires to develop additional pitches on its land, which will be made available to the community. The School also aspires to develop a 3G pitch. Serves Thurrock demand. If site becomes a 3G pitch site, likely to serve demand from neighbouring authorities	<p>Improve pitch quality and explore community use options with the School in order to reduce local shortfalls.</p> <p>Support the School in its aspiration to develop new pitches.</p> <p>Assess sites suitability to provide a 3G pitch.</p> <p>South Essex 3G pitch feasibility study needed to assess best 3G pitch locations to accommodate demand.</p>	FA School

Strategic Action Plan

Action	Recommendation	Timescale ⁸	Lead	Importance
A collaborative approach across South Essex to deliver the recommendations and actions identified in this strategy and the individual strategies that all partners are committed to	Create a Memorandum of Understanding between relevant partners which should as a minimum include each of South Essex local authorities, Sport England, the relevant NGBs, Active Essex and Essex County Council.	Short	South Essex local authorities Sport England	High
	Explore potential of creating a new role for an individual with both planning and sporting knowledge to enforce and oversee the South Essex PPS Strategy. A key part of this role would also be to mitigate loss around key sites such as Barleylands. This individual would work closely with the Steering Group, working to deliver and monitor this strategy. Examples of individuals best placed to undertake this job include employees on a secondment from organisations such as Sport England or Essex County FA.			
	Keep each individual PPS up to date via an annual review, utilising the Playing Pitch Database for each local authority and involving all relevant partners and stakeholders.			
Protect existing outdoor sports facilities	Retain land where any sports facilities are out of current use (lapsed/disused) or are taken out of use so that it can be brought back into use in the future.	Short - Long	South Essex local authorities	Medium
	Ensure any net loss of provision is mitigated as per Sport England's Policy Exception E4.			
Rationalisation of sites	Consider loss of low value sites (i.e. those that contain one or two pitches with no changing provision) to generate investment and focus resources towards the development of bigger, better quality sites. Such sites could then be re-purposed to meet other recreational needs or, if appropriate and agreed upon, lost for development.	Short - Long	South Essex local authorities NGBs	Medium
Secure tenure	Ensure used education have robust community use agreements in place. For those that do not, explore options to create such an agreement, potentially linked in to future funding.	Short - Medium	South Essex local authorities NGBs	High
	For clubs with lease agreements in place with less than 25-years remaining, explore options to extend the arrangement.			
	Where tenure cannot be secured, ensure an appropriate mitigation package is in place to offset any permanent loss.			
Community asset transfer	Work towards adopting a policy that supports community management and ownership of assets to local clubs, community groups and trusts, thus providing an opportunity for such entities to take ownership of facilities.	Long	South Essex local authorities	Low
Maximise use of education facilities	Establish a more coherent, structured relationship with schools, prioritising the largest school that provide the most facilities.	Medium	Essex County Council	Medium
	Ensure any new schools allow for community use via a secured agreement.			
	Ensure pricing policies due to not deter access.			
	Look to improve quality at school sites that do not currently offer community use due to quality issues, potentially tying in a community use agreement to the funding arrangement.			
Securing developer contributions	Utilise Sport England's new Playing Pitch Demand Calculator as the basis for negotiation with developers. This should be used to ascertain the likely impact of a new development on demand and the capacity of existing sites, and whether there is a need for improvements to increase capacity or if new provision is required. Where a development is located within access of existing high-quality provision, this does not necessarily mean there is no need for further provision or improvements, as additional demand arising from the development is likely to result in increased usage. Where new provision is required, priority should be placed on providing facilities that contribute to alleviating local shortfalls.	Short - Long	South Essex local authorities	High

⁸ Scale: Short (1-2 years); Medium (3-5 years); Long (5+ years).

**SOUTH ESSEX
OVERARCHING PLAYING PITCH STRATEGY**

Action	Recommendation	Timescale ⁸	Lead	Importance
Work in partnership with stakeholders to secure funding	Ensure that appropriate funding secured for improved sports provision is directed to areas of need, focusing on sites that need quality improvements or additional provision. There should be a co-ordinated approach to direct investment, ensuring that there is no duplication of provision and ensuring that sites do not attract funding that do not benefit the wider sporting offer as much as a different site in the locality would.	Short - Long	South Essex local authorities NGBs	High
Improve quality of provision, particularly where overplayed and/or assessed as poor quality	For football and cricket, local authorities to consider engaging with the FA's and ECB's pitch improvement programme. This programme sees local authorities being subsidised to carry out increased maintenance regimes above that of the current basic maintenance programme.	Short - Long	South Essex local authorities NGBs	High
	Look at the best strategic locations for maintenance equipment banks for clubs to access for improved maintenance regimes on non-council managed sites.			
	Resurface AGPs, athletics tracks and macadam tennis/netball courts when the current surface nears the end of its lifespan (estimated to be ten years, depending on usage) and ensure sinking funds are in place for long-term sustainability.			
	Ensure appropriate ancillary facilities servicing key sites, particularly those used for club cricket, rugby and hockey as well as multi-pitch football sites. Changing facilities should be of an adequate size, able to accommodate both males and females as well as referees/umpires and should have separate enclosed shower and toilet facilities.			
Addressing overplay	Where sites are overplayed and assessed as poor or standard quality, improve quality to increase capacity.	Short	South Essex local authorities NGBs	High
	Where overplay cannot be fully alleviated via quality improvements, transfer demand to sites with actual spare capacity or to sites not currently available for community use but that could be in the future.			
Adding to the overall facility stock	In the main, creating additional provision is not required as the majority of shortfalls can be overcome through other means, such as improving quality, securing tenure and alleviating overplay; however, an increase in 3G pitches is required, as is an increase in NTPs and potentially sand-based AGPs. Additional provision may also be required following housing growth.	Short - Long	South Essex local authorities Essex County Council NGBs	High
	Create additional full size 3G pitches in order to alleviate the existing shortfall of 21 pitches. Give preference to multi-pitch sites and sites that have the ability to cater for more than one local authority. Also consider installation of at least one World Rugby compliant 3G to accommodate rugby training demand away from grass pitches.			
	Create additional NTPs at existing cricket sites that are overplayed in order to eliminate the shortfall.			
	Consider creation of a second AGP to alleviate all hockey shortfalls, or resurface the pitch at St Thomas More High School providing that secure community use can be offered.			
	Utilise Sport England's new Playing Pitch Demand Calculator to determine the level of new provision required where there is significant housing growth.			
ClubSpark scheme	The LTA advocates that sites with a minimum of four courts are likely to be more sustainable, with provision of accompanying changing facilities and floodlighting preferred. As such, the councils should look to improve non-club courts and sites to conform with the requirements, as this will enable them to secure the provision via the membership scheme.	Medium	South Essex local authorities LTA	Low
	Consider rationalisation and re-designation of courts at some sites in order to create additional, better quality courts at more popular sites as well as improving the existing courts.			
	Ensure income generation from the scheme contributes towards the ongoing maintenance of the provision.			

PART 7: DELIVER THE STRATEGY AND KEEP IT ROBUST AND UP TO DATE

Delivery

The overarching PPS provides guidance for maintenance/management decisions and investment made across the included South Essex authorities. By addressing issues identified in the individual strategies and by using the strategic framework presented in this Strategy, the current and future sporting and recreational needs of the authorities can be met. The Strategy identifies where there is a deficiency in provision and identifies how best to resolve this in the future.

Production of the individual strategies and this strategy is the start of the planning process. Successful Strategy implementation and the benefits to be gained depend upon regular engagement between all partners involved and the adoption of a mutually bought into, strategic approach. It is important that each document is used in a practical manner, supports engagement with partners and encourages partnerships to be developed, to ensure that outdoor sports facilities are regarded as a vital aspect of community life and which contribute to the achievement of Council priorities.

Each member of the Steering Group should take the lead to ensure the PPS is used and applied appropriately within their area of work and influence. The role of the Steering Group should not end with the completion of the PPS document.

To help ensure that each PPS is well used it should be regarded as the key document within each study area guiding the improvement and protection of outdoor sports provision. It needs to be the document to which people and agencies regularly turn to for information in respect of how current demand should be met and what actions are required to improve the situation and meet future demand. To ensure that this is achieved the Steering Group need to have a clear understanding of how the PPS can be applied and therefore delivered.

The process of PPS development has already led to a number of benefits that assist its application and delivery. These include enhanced partnership work across different agendas and organisations, pooling of resources along with strengthened relationships and understanding between stakeholders, members of the Steering Group and the sporting community. The drivers behind the PPS and the work to develop the recommendations and action plan will have also highlighted, and helped the Steering Group to understand, the key areas to which its influence should be applied and strategy delivered enhanced.

Following sign off of the PPS, a short-term Action Plan should be prepared by the councils, in consultation with relevant partners, in order to distil the existing action plans and to give the Steering Group a short-term focus. This would then need to be revised through regular meetings.

Monitoring and updating

It is important that there is regular annual monitoring and review against the actions identified in each strategy. This should be led by the councils and supported by all members of, and reported back to, the Steering Group. Understanding and learning lessons from how the PPS has been applied should be a key component of monitoring its delivery and be an on-going role of the steering group.

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The Steering Group that takes the PPS forward should be a sub-regional group made up of the five local authorities included within the study (potentially as well as Brentwood) as well as other partners such as the NGBs, Active Essex and Essex County Council. This offers benefits in terms of joint working on strategic and cross-boundary issues and will also be more efficient in terms of administration when compared to each authority having its own individual Steering Group.

KKP will provide the tools used to produce the PPS to the councils as well as training on how to use such tools, such as the PPS database used to hold all information gathered. This will enable the monitoring and updating process to be carried out.

The nature of the supply and in particular the demand for outdoor sports facilities will likely to have changed over three years. Therefore, without any form of review and update within this time period it would be difficult to make the case that the supply and demand information and assessment work is sufficiently robust.

Ideally each PPS should be reviewed on an annual basis from the date it is formally signed off by the Steering Group. This will help to maintain the momentum and commitment built up during its development. Taking into account the time to develop the PPS this should also help to ensure that the original supply and demand information is no more than two years old without being reviewed.

A review should not be regarded as a particular resource intensive task. However, it should highlight:

- ◀ How delivery of the recommendations and action plan has progressed and any changes required to the priority afforded to each action (e.g. the priority of some may increase or reduce following the delivery of others)
- ◀ How the PPS has been applied and the lessons learnt
- ◀ Any changes to particularly important sites and/or clubs in the area (e.g. the most used or high quality sites for a particular sport) and other supply and demand information, what this may mean for the overall assessment work and the key findings and issues
- ◀ Any development of a specific sport or particular format of a sport
- ◀ Any new or emerging issues and opportunities.

Once each PPS is complete the role of the Steering Group should evolve so that it:

- ◀ Acts as a focal point for promoting the value and importance of each PPS and outdoor sports provision in the area
- ◀ Monitors, evaluates and reviews progress with the delivery of the recommendations and action plan
- ◀ Shares lessons learnt from how each PPS has been used and how it has been applied to a variety of circumstances
- ◀ Ensures that each PPS is used effectively to input into any new opportunities to secure improved provision and influence relevant programmes and initiatives
- ◀ Maintains links between relevant parties with an interest in local outdoor sports provision;
- ◀ Reviews the need to update each PPS along with the supply and demand information and assessment work on which it is based. Further to review the group should either:
 - ◀ Provide a short annual progress and update paper;
 - ◀ Provide a partial review focussing on particular sport, pitch type and/or sub area; or
 - ◀ Lead a full review and update of each PPS document (including the supply and demand information and assessment details).

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Alongside regular Steering Group meetings a good way to keep each PPS up to date and maintain relationships is to hold annual sport specific meetings with pitch sport NGBs and other relevant parties. These could be part of a process of updating key supply and demand information plus, if necessary, amending assessment work, tracking progress in respect of implementing action plan recommendations and highlighting new issues and opportunities.

Meetings could be timed to coincide with annual NGB affiliation processes. This would help to signal changes in the number and nature of sports clubs in the area. Other information that is already collected on a regular basis such as pitch booking records for local authority and other sites should also feed into these meetings.

NGBs will also be able to confirm any further performance quality assessments undertaken within the study area. Discussion with league secretaries may also indicate annual league meetings may be useful to attend to pick up on specific issues and/or enable a review of the relevant club details to be undertaken.

The Steering Group should regularly review and refresh area by area plans taking account of any improvements in pitch quality (and hence increases in pitch capacity) and also any new negotiations for community use of education sites in the future.

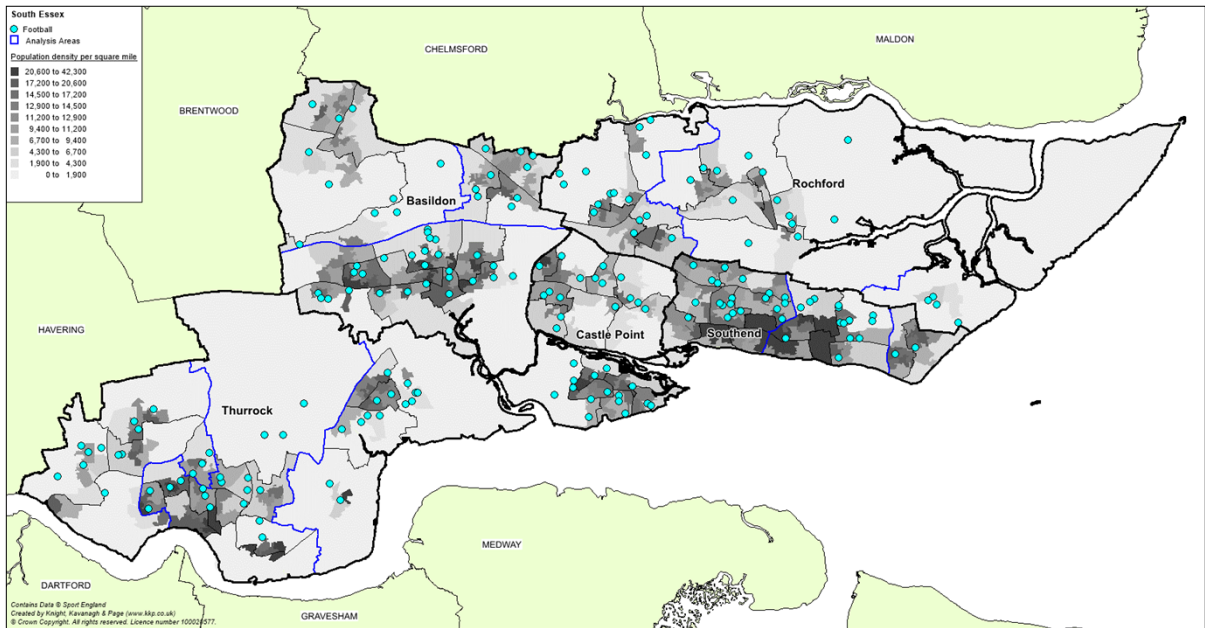
It is important that the councils maintain the data contained with each accompanying Playing Pitch Database. This will enable them to refresh and update area by area plans on a regular basis. The accompanying databases are intended to be refreshed on a season by season basis and it is important that there is cross-departmental work encompassing, for example, grounds maintenance and sports development departments, to ensure that this is achieved and that results inform subsequent annual sports facility development plans. Results should be shared with partners via a consultative mechanism.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

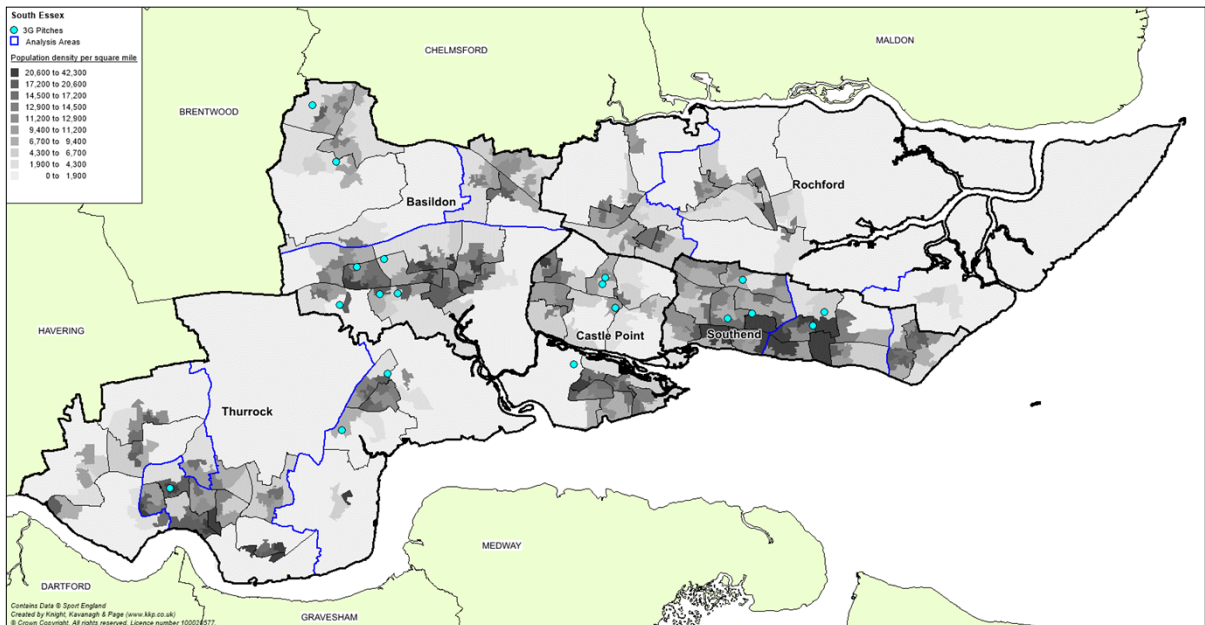
APPENDIX ONE: MAPPING

The below maps show the distribution of facilities for each sport included within the overarching PPS.

Football

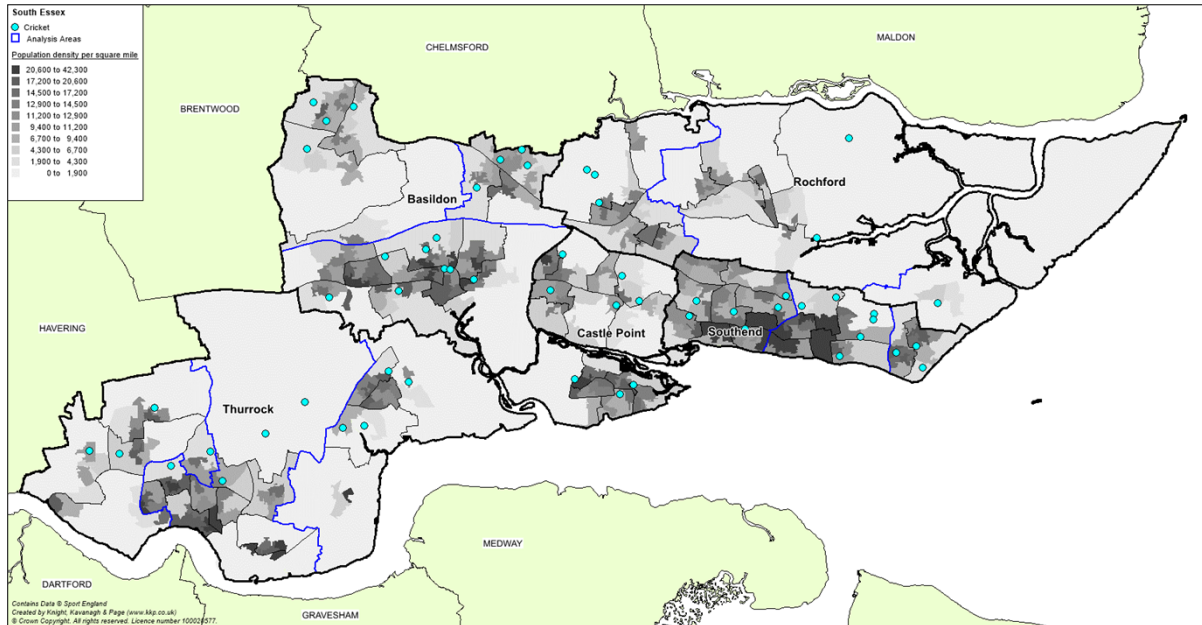


3G Pitches

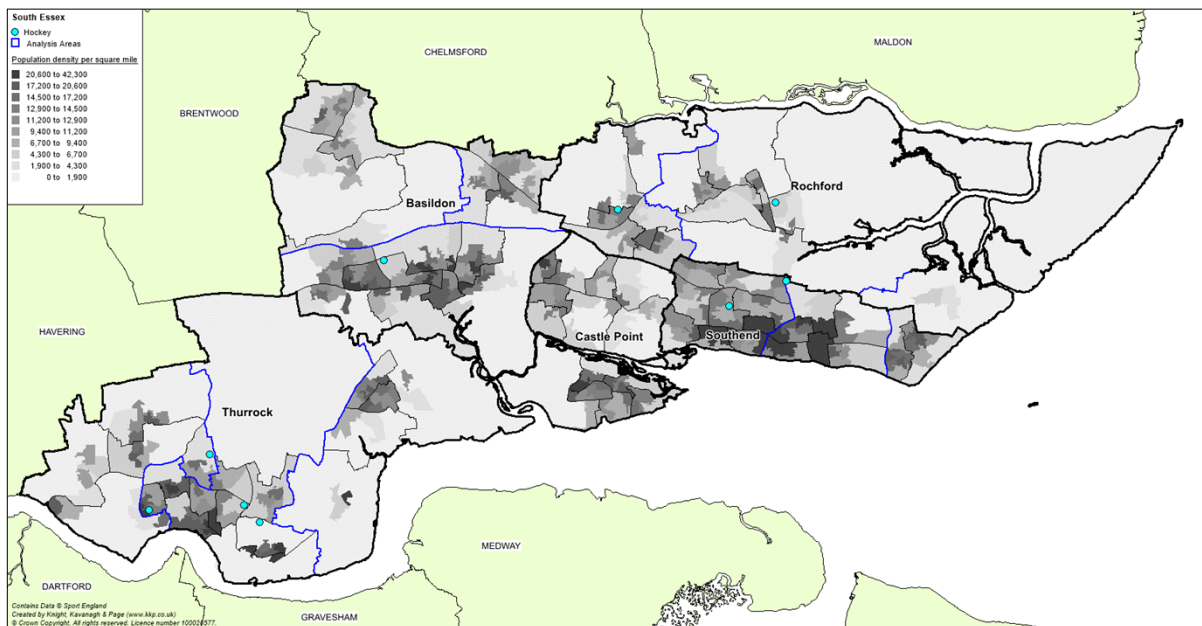


SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Cricket

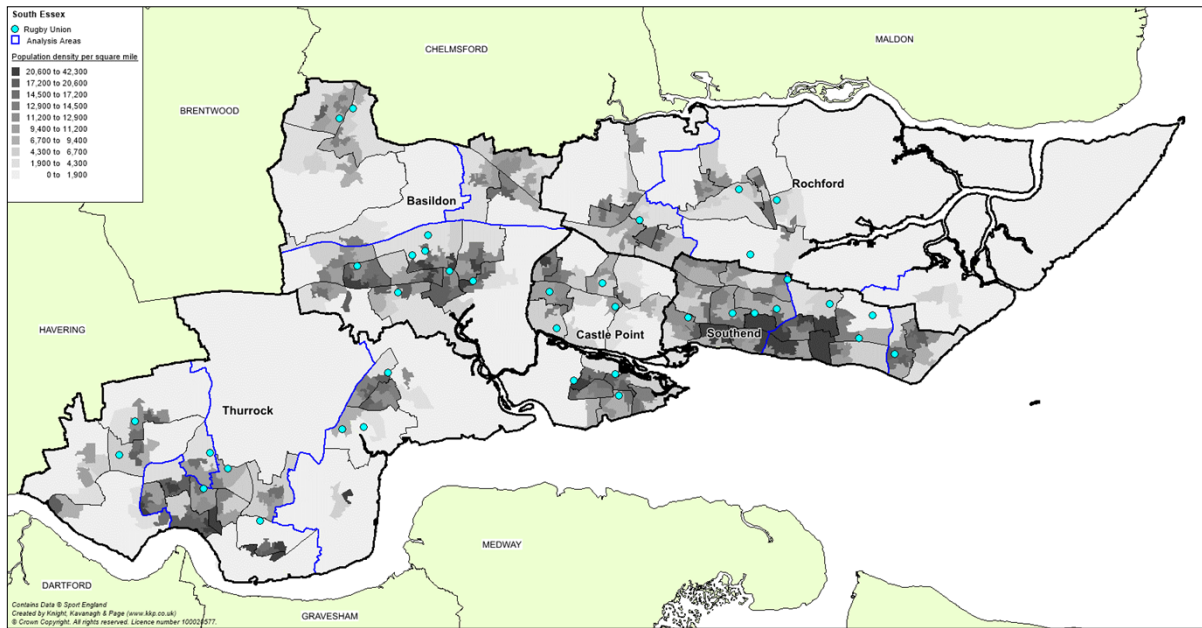


Hockey

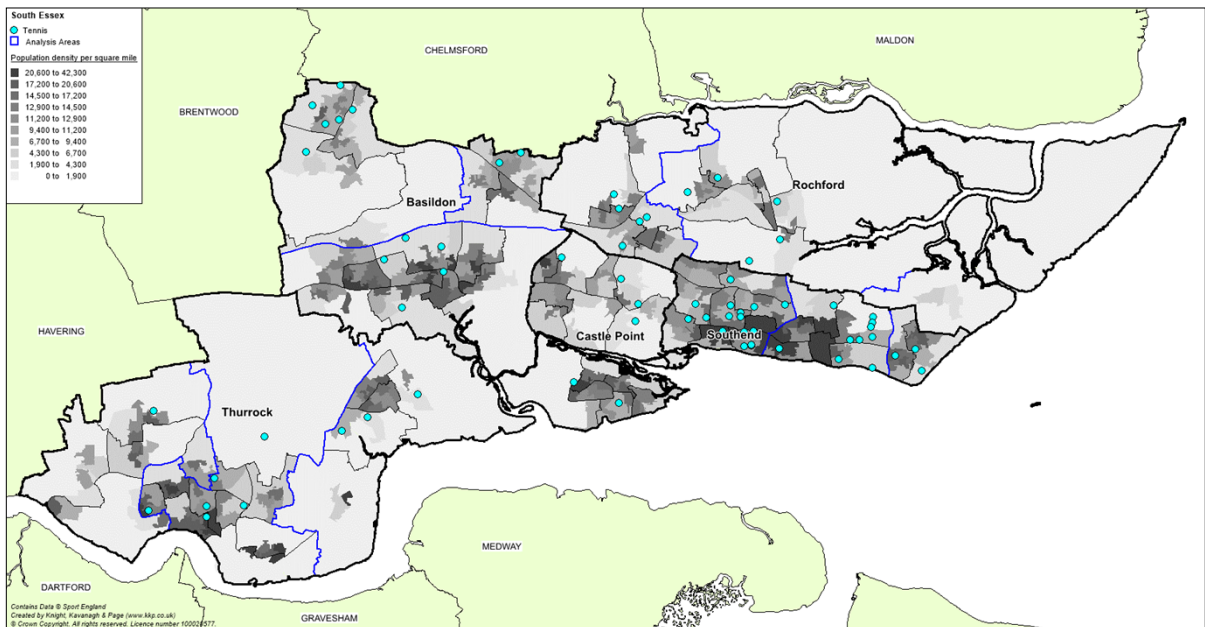


SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Rugby Union

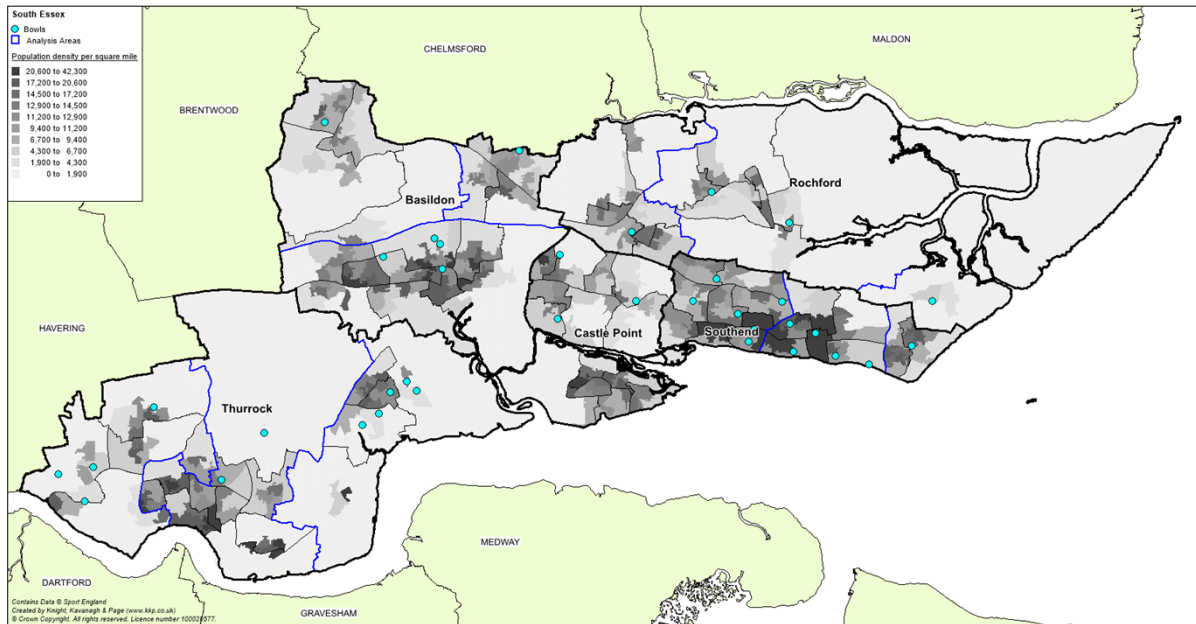


Tennis

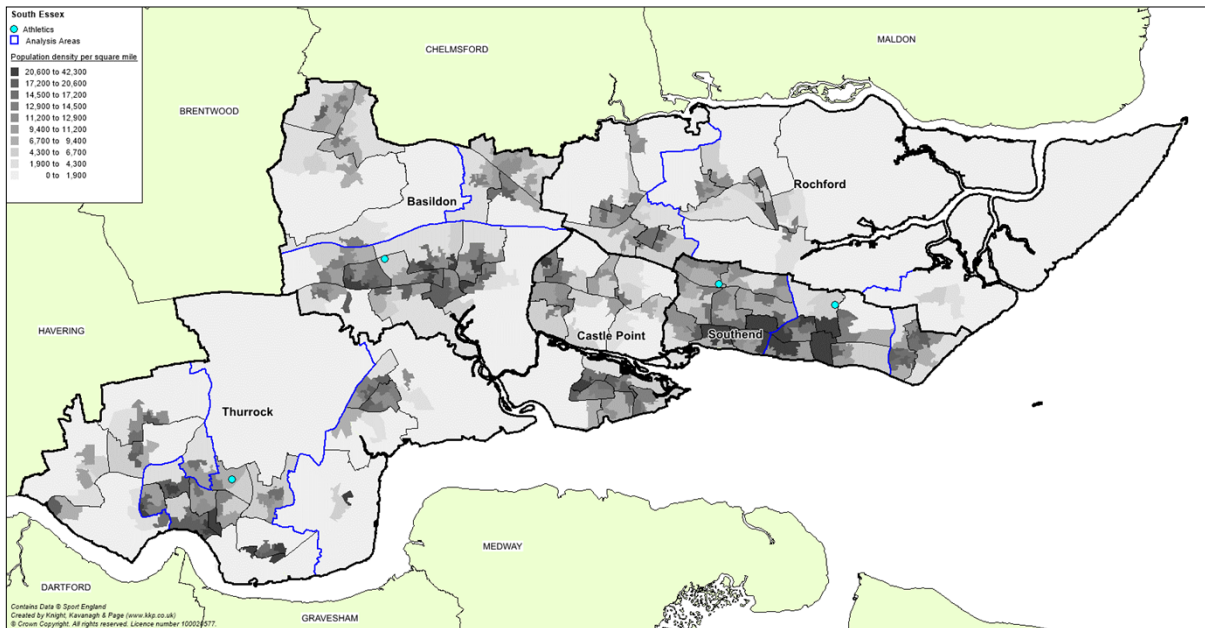


SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Bowls

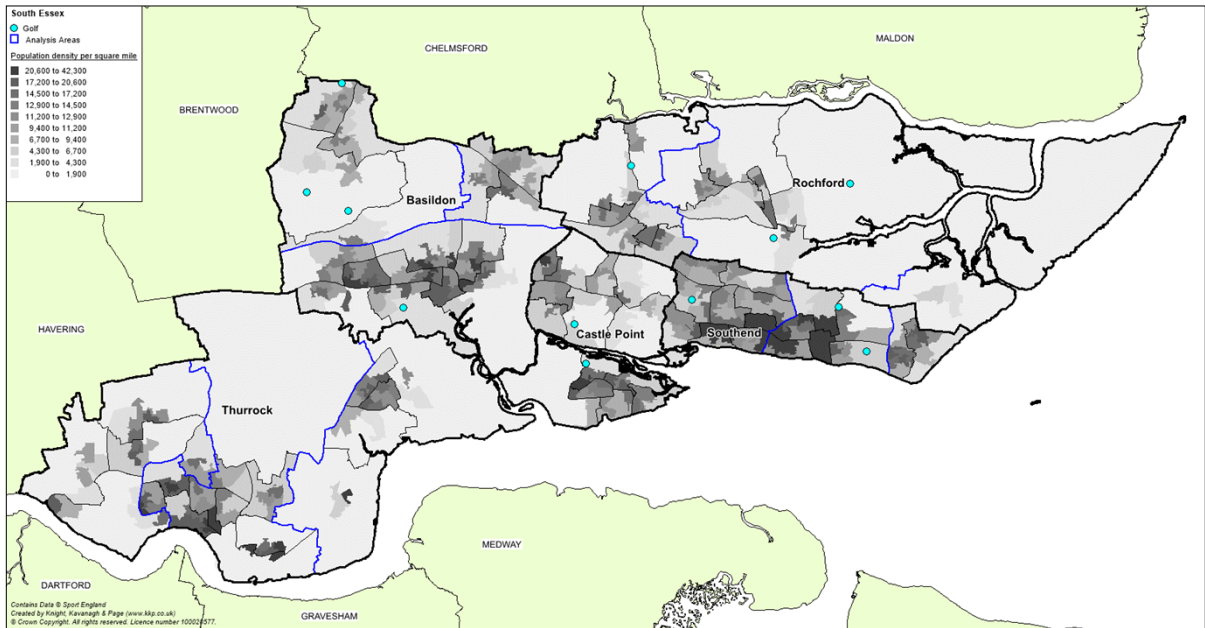


Athletics

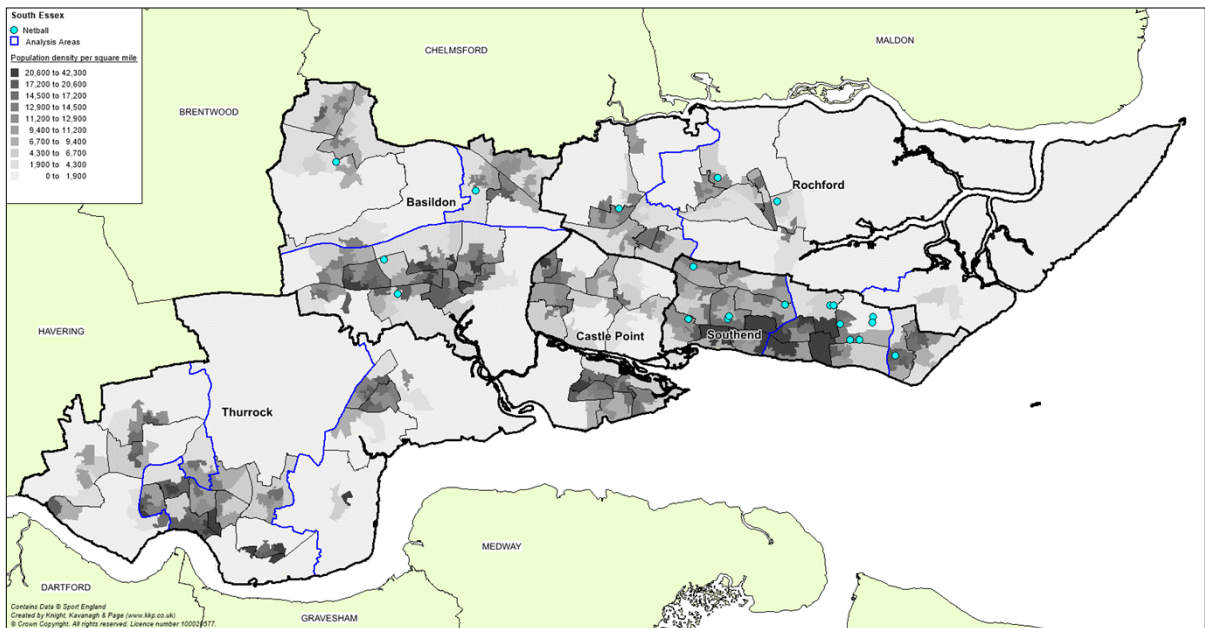


SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Golf

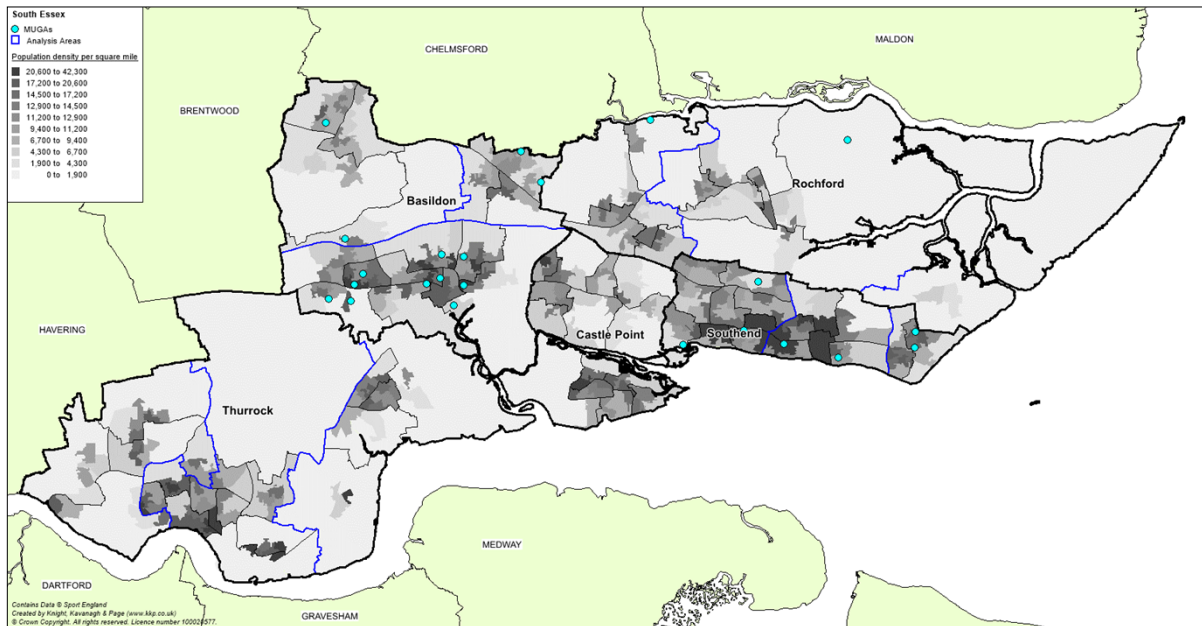


Netball

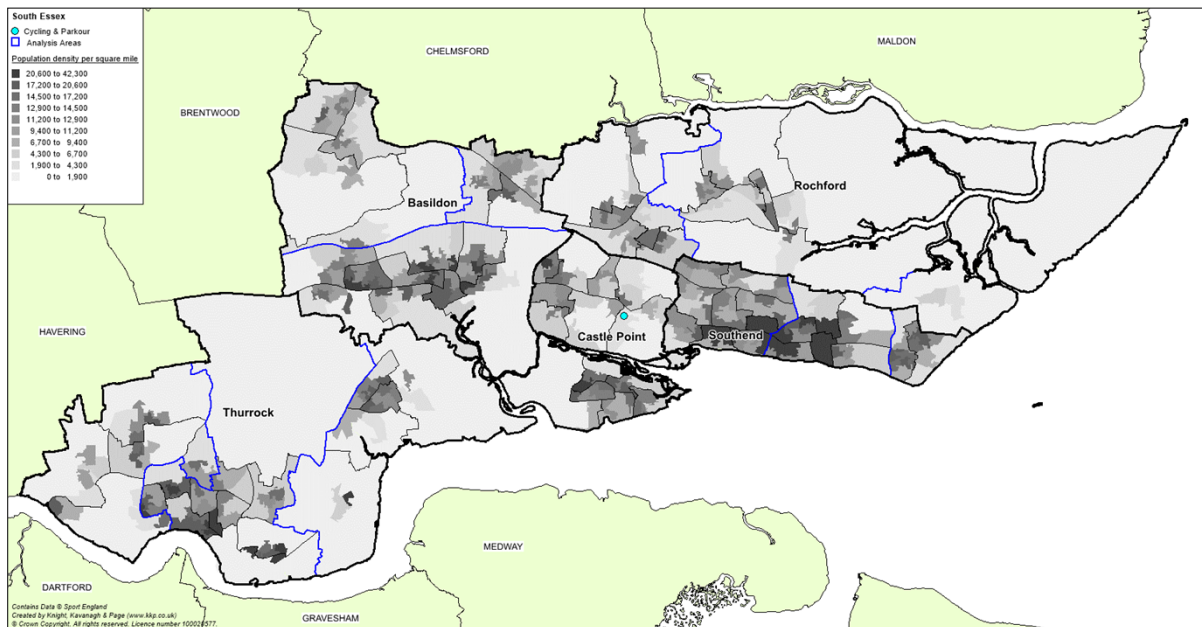


SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

MUGAs



Cycling & Parkour



APPENDIX TWO: SPORTING CONTEXT

The following section outlines a series of national, regional and local policies pertaining to the study and which will have an important influence on the overarching strategy.

National context

The provision of high quality and accessible community outdoor sports facilities at a local level is a key requirement for achieving the targets set out by the Government and Sport England. It is vital that this strategy is cognisant of and works towards these targets in addition to local priorities and plans.

Department of Media Culture and Sport Sporting Future: A New Strategy for an Active Nation (2015)

The Government published its strategy for sport in December 2015. This strategy confirms the recognition and understanding that sport makes a positive difference through broader means and that it will help the sector to deliver five simple but fundamental outcomes: physical health, mental health, individual development, social and community development and economic development. In order to measure its success in producing outputs which accord with these aims it has also adopted a series of 23 performance indicators under nine key headings, as follows:

- ◀ More people taking part in sport and physical activity.
- ◀ More people volunteering in sport.
- ◀ More people experiencing live sport.
- ◀ Maximising international sporting success.
- ◀ Maximising domestic sporting success.
- ◀ A more productive sport sector.
- ◀ A more financially and organisationally sustainable sport sector.
- ◀ A more responsible sport sector.

Sport England: Towards an Active Nation (2016-2021)

Sport England has recently released its new five year strategy 'Towards an Active Nation'. The aim is to target the 28% of people who do less than 30 minutes of exercise each week and will focus on the least active groups; typically women, the disabled and people from lower socio-economic backgrounds.

Sport England will invest up to £30m on a plan to increase the number of volunteers in grassroots sport. Emphasis will be on working with a larger range of partners with less money being directed towards National Governing Bodies.

The Strategy will help deliver against the five health, social and economic outcomes set out in the Government's Sporting Future strategy.

- ◀ Physical Wellbeing
- ◀ Mental Wellbeing
- ◀ Individual Development
- ◀ Social & Community Development
- ◀ Economic Development

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

National Planning Policy Framework (2012)

The NPPF sets out planning policies for England. It details how these changes are expected to be applied to the planning system. It also provides a framework for local people and their councils to produce distinct local and neighbourhood plans, reflecting the needs and priorities of local communities.

The NPPF states the purpose of the planning system is to contribute to the achievement of sustainable development. It identifies that the planning system needs to focus on three themes of sustainable development: economic, social and environmental. A presumption in favour of sustainable development is a key aspect for any plan-making and decision-taking processes. In relation to plan-making the NPPF sets out that Local Plans should meet objectively assessed needs.

The 'promoting healthy communities' theme identifies that planning policies should be based on robust and up-to-date assessments of the needs for open space, sports and recreation facilities and opportunities for new provision. Specific needs and quantitative or qualitative deficiencies or surpluses in local areas should also be identified. This information should be used to inform what provision is required in an area.

As a prerequisite, the NPPF states existing open space, sports and recreation buildings and land, including playing fields, should not be built on unless:

- ◀ An assessment has been undertaken, which has clearly shown that the open space, buildings or land is surplus to requirements.
- ◀ The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location.
- ◀ The development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss.

In order for planning policies to be 'sound' local authorities are required to carry out a robust assessment of need for open space, sport and recreation facilities.

The FA National Game Strategy (2015 – 2019)

The Football Association's (FA) National Game Strategy provides a strategic framework that sets out key priorities, expenditure proposals and targets for the national game (i.e., football) over a four-year period. The main issues facing grassroots football are identified as:

- ◀ Sustain and Increase Participation.
- ◀ Ensure access to education sites to accommodate the game.
- ◀ Help players to be the best that they can be and provide opportunities for them to progress from grassroots to elite.
- ◀ Recruit, retain and develop a network of qualified referees.
- ◀ Support clubs, leagues and other competition providers to develop a safe, inclusive and positive football experience for everyone.
- ◀ Support Clubs and Leagues to become sustainable businesses, understanding and serving the needs of players and customers.
- ◀ Improve grass pitches through the pitch improvement programme to improve existing facilities and changing rooms.
- ◀ Deliver new and improved facilities including new Football Turf Pitches.
- ◀ Work with priority Local Authorities enabling 50% of mini-soccer and youth matches to be played on high quality artificial grass pitches.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

England and Wales Cricket Board (ECB) Cricket Unleashed 5 Year Plan

The England and Wales Cricket Board unveiled a new strategic five-year plan in 2016 (available at <http://www.cricketunleashed.com>). Its success will be measured by the number of people who play, follow or support the whole game.

The plan sets out five important headline elements and each of their key focuses, these are:

- ◀ **More Play** – make the game more accessible and inspire the next generation of players, coaches, officials and volunteers. Focus on:
 - ◀ *Clubs and leagues*
 - ◀ *Kids*
 - ◀ *Communities*
 - ◀ *Casual*
- ◀ **Great Teams** – deliver winning teams who inspire and excite through on-field performance and off-field behaviour. Focus on:
 - ◀ *Pathway*
 - ◀ *Support*
 - ◀ *Elite Teams*
 - ◀ *England Teams*
- ◀ **Inspired Fans** – put the fan at the heart of our game to improve and personalise the cricket experience for all. Focus on:
 - ◀ *Fan focus*
 - ◀ *New audiences*
 - ◀ *Global stage*
 - ◀ *Broadcast and digital*
- ◀ **Good Governance and Social Responsibility** – make decisions in the best interests of the game and use the power of cricket to make a positive difference. Focus on:
 - ◀ *Integrity*
 - ◀ *Community programmes*
 - ◀ *Our environments*
 - ◀ *One plan*
- ◀ **Strong Finance and Operations** – increase the game's revenues, invest our resources wisely and administer responsibly to secure the growth of the game. Focus on:
 - ◀ *People*
 - ◀ *Revenue and reach*
 - ◀ *Insight*
 - ◀ *Operations*

The Rugby Football Union National Facilities Strategy (2013-2017)

The RFU National Facility Strategy 2013-2017 provides a framework for development of high-quality, well-managed facilities that will help to strengthen member clubs and grow the game in communities around them. In conjunction with partners, this strategy will assist and support clubs and other organisations, so that they can continue to provide quality opportunities for all sections of the community to enjoy the game. It sets out the broad facility needs of the sport and identifies investment priorities to the game and its key partners. It identifies that with 1.5 million players there is a continuing need to invest in community club facilities in order to:

- ◀ Create a platform for growth in club rugby participation and membership, especially with a view to exploiting the opportunities afforded by RWC 2015.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

- ◀ Ensure the effectiveness and efficiency of rugby clubs, through supporting not only their playing activity but also their capacity to generate revenue through a diverse range of activities and partnerships.

In summary, the priorities for investment which have met the needs of the game for the previous period remains valid:

- ◀ Increase the provision of changing rooms and clubhouses that can sustain concurrent adult and junior male and female activity at clubs
- ◀ Improve the quality and quantity of natural turf pitches and floodlighting
- ◀ Increase the provision of artificial grass pitches that deliver wider game development

It is also a high priority for the RFU to target investment in the following:

- ◀ Upgrade and transform social, community and catering facilities, which can support the generation of additional revenues
- ◀ Facility upgrades, which result in an increase in energy-efficiency, in order to reduce the running costs of clubs
- ◀ Pitch furniture, including rugby posts and pads, pitch side spectator rails and grounds maintenance equipment

The Rugby Football League Facility Strategy

The RFL's Facilities Strategy was published in 2011. The following themes have been prioritised:

- ◀ Clean, Dry, Safe & Playable
- ◀ Sustainable clubs
- ◀ Environmental Sustainability
- ◀ Geographical Spread
- ◀ Non-club Facilities

The RFL Facilities Trust website www.rflfacilitiestrust.co.uk provides further information on:

- ◀ The RFL Community Facility Strategy
- ◀ Clean, Dry, Safe and Playable Programme
- ◀ Pitch Size Guidance
- ◀ The RFL Performance Standard for Artificial Grass Pitches
- ◀ Club guidance on the Annual Preparation and Maintenance of the Rugby League Pitch

Further to the 2011 Strategy detail on the following specific programmes of particular relevance to pitches and facility planning are listed below and can be found via the trust link (see above):

- ◀ The RFL Pitch Improvement Programme 2013 – 2017
- ◀ Clean, Dry and Safe programmes 2013 – 2017

England Hockey (EH) - A Nation Where Hockey Matters (2013-2017)

EH have a clear vision, a powerful philosophy and five core objectives that all those who have a role in advancing Hockey can unite behind. With UK Sport and Sport England's investment, and growing commercial revenues, EH are ambitious about how they can take the sport forward in Olympic cycles and beyond.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

“The vision is for England to be a ‘Nation Where Hockey Matters’. A nation where hockey is talked about at dinner tables, playgrounds and public houses, up and down the country. A nation where the sport is on the back pages of our newspapers, where children dream of scoring a goal for England’s senior hockey team, and where the performance stirs up emotion amongst the many, not the few”

England Hockey aspires to deepen the passion of those who play, deliver and follow sport by providing the best possible environments and the best possible experiences. Whilst reaching out to new audiences by making the sport more visible, available and relevant and through the many advocates of hockey.

Underpinning all this is the infrastructure which makes the sport function. EH understand the importance of volunteers, coaches, officials, clubs and facilities. The more inspirational people can be, the more progressive Hockey can be and the more befitting the facilities can be, the more EH will achieve. The core objectives are as follows:

- ◀ Grow our Participation
- ◀ Deliver International Success
- ◀ Increase our Visibility
- ◀ Enhance our Infrastructure
- ◀ Be a strong and respected Governing Body

England Hockey has a Capital Investment Programme (CIP), that is planned to lever £5.6 million investment into hockey facilities over the next four years, underpinned by £2m million from the National Governing Body. With over 500 pitches due for refurbishment in the next 4-8 years, there will be a large focus placed on these projects through this funding stream. The current level of pitches available for hockey is believed to be sufficient for the medium-term needs, however in some areas, pitches may not be in the right places in order to maximize playing opportunities.

‘The right pitches in the right places’⁹

In 2012, EH released its facility guidance which is intended to assist organisations wishing to build or protect hockey pitches for hockey. It identifies that many existing hockey AGPs are nearing the end of their useful life as a result of the installation boom of the 90’s. Significant investment is needed to update the playing stock and protect the sport against inappropriate surfaces for hockey as a result of the rising popularity of AGPs for a number of sports. EH is seeking to invest in, and endorse clubs and hockey providers which have a sound understanding of the following:

- ◀ Single System – clubs and providers which have a good understanding of the Single System and its principles and are appropriately placed to support the delivery.
- ◀ ClubsFirst accreditation – clubs with the accreditation are recognised as producing a safe effective and child friendly hockey environment.
- ◀ Sustainability – hockey providers and clubs will have an approved development plan in place showing their commitment to developing hockey, retaining members and providing an insight into longer term goals. They will also need to have secured appropriate tenure.

⁹

<http://englandhockey.co.uk/page.asp?section=1143§ionTitle=The+Right+Pitches+in+the+Right+Places>

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

England Hockey Strategy

EH's new Club Strategy will assist hockey clubs to retain more players and recruit new members to ultimately grow their club membership. EH will be focusing on participation growth through this strategy for the next two years. The EH Strategy is based on seven core themes. These are:

- 1 Having great leadership
- 2 Having Appropriate and Sustainable Facilities
- 3 Inspired and Effective People
- 4 Different Ways to Play
- 5 Staying Friendly, Social and Welcoming
- 6 Being Local with Strong Community Connections
- 7 Stretching and developing those who want it

British Tennis (LTA) - Place to Play Strategy

The LTA aim to get more people to play tennis more frequently and the places to play strategy is a way of doing this. The strategy will aim to provide high quality facilities for everyone at a convenient location.

It's one plan that aims to increase opportunities for people to play tennis on a regular basis at tennis clubs close to their home, which provides high quality opportunities on safe and well maintained tennis courts.

The strategy sets out:

- ◀ Overall vision for places to play
- ◀ How to grow regular participation by supporting places to play to develop and deliver the right programmes
- ◀ Capital investment decisions to ensure we invest in the right facilities to grow the sport
- ◀ Supporting performance programmes in the right locations

The LTA is committed to growing the sport to ensure that more people are playing tennis more often at first class tennis facilities, with high quality coaching programmes and well organised competition.

The overall aim for the next five years (2011-2016) is to ensure that, as far as practicably possible, the British population has access to and are aware of the places and high quality tennis opportunities in their local area. In brief

- ◀ Access for everyone to well-maintained high quality tennis facilities which are either free or pay as you play
- ◀ A Clubmark accredited place to play within a ten minute drive of their home
- ◀ Indoor tennis courts within a 20 minute drive time of their home
- ◀ A mini tennis (ten and under) performance programme within a 20 minute drive of their home (Performance Centres)
- ◀ A performance programme for 11 - 15 year olds within a 45 minute drive time of their home (High Performance Centre)
- ◀ A limited number of internationally orientated programmes strategically spread for players 16+ with an international programme (International High Performance Centres)

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Bowls England: Strategic Plan 2014-2017

Bowls England will provide strong leadership and work with its stakeholders to support the development of the sport of bowls in England for this and future generations.

The overall vision of Bowls England is to:

- ◀ Promote the sport of outdoor flat green bowls.
- ◀ Recruit new participants to the sport of outdoor flat green bowls.
- ◀ Retain current and future participants within the sport of flat green bowls.

In order to ensure that this vision is achieved, ten key performance targets have been created, which will underpin the work of Bowls England up until 31st March 2017.

- ◀ 115,000 individual affiliated members.
- ◀ 1,500 registered coaches.
- ◀ Increase total National Championship entries by 10%.
- ◀ Increase total national competition entries by 10%.
- ◀ Medal places achieved in 50% of events at the 2016 World Championships.
- ◀ County development officer appointed by each county association.
- ◀ National membership scheme implemented with 100% uptake by county associations.
- ◀ Secure administrative base for 1st April 2017.
- ◀ Commercial income to increase by 20%.

Despite a recent fall in affiliated members, and a decline in entries into National Championships over the last five years, Bowls England believes that these aims will be attained by following core values. The intention is to:

- ◀ Be progressive.
- ◀ Offer opportunities to participate at national and international level.
- ◀ Work to raise the profile of the sport in support of recruitment and retention.
- ◀ Lead the sport.
- ◀ Support clubs and county associations.

England Athletics: Whole Sport Plan 2013-2017

The England Athletics plan outlines a strategy to attract and retain 3 million athletics participants by 2017, from a current base of 1.9 million as measured by Active People, whilst cementing athletics as the most popular individual sporting activity in England.

“The ambition is to make England an athletic nation. Traditional athletics for some, running for many, fitness for all”.

In order to achieve this, the goals of the strategic plan are:

- ◀ To grow and sustain participation levels in the sport.
- ◀ To improve the experiences of every participant in the sport.
- ◀ To improve performance levels and to grow the next generation of senior athletic champions.

The plan also reflects a total commitment to delivering an inclusive sport, setting specific disability targets that are woven into the core measures for growth and retention of participation.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Key personnel within the England Athletics staffing structure will now lead this area of work, focusing on:

- ◀ Delivering inclusive formats of the sport.
- ◀ National policy and programme development.
- ◀ Coaching and teaching resources.

UK Athletics Facilities Strategy (2014-2019)

Facilities are essential to attracting, retaining and developing athletes of the future. Having the right facilities in the right place will be crucial in meeting growing demand, increasing participation in physical activity and athletics, improving the health of the nation and supporting a new generation of athletes in clubs and schools through to national and world class level.

UKA and the Home Country Athletics Federations (HCAFs) recognise the challenges faced by facility owners and venue operators, and its 5-year Facility Strategy (2014-2019) uses a Track & Field facility model designed to support a sustainable UK network of development, training and competition venues that meet Home Country needs aligned to UKA's Athlete/Participant Development Model. In addition to Track and Field provision, UKA recognises the huge amount of club activity that takes place on roads, paths and trails and the strategy also maps out a plan for future "running" facilities.

The strategy does not seek to identify priority facilities, clubs or geographical areas. Instead, it provides the direction and guidance that will enable the four Home Country Athletics Federations (England Athletics, Athletics Northern Ireland, Scottish Athletics and Welsh Athletics) to establish their own priorities and deliver the principles of the UKA Facilities Strategy within their own national context.

UKA's 2014-19 Facilities Strategy key outcomes:

- ◀ Increased participation across all athletics disciplines
- ◀ Increased club membership by providing facilities that support a participation pathway from novice through to club member
- ◀ Increased talent pool
- ◀ Long term improvement in the development of athletes of all ages and abilities
- ◀ Securing the long-term future of existing facilities
- ◀ More attractive and inspiring facilities for existing and potential athletes
- ◀ Improving the athletics experience for all participants
- ◀ Improved relationships and interactions between stakeholders, particularly clubs and facility operators

England Netball - Your Game, Your Way 2013-17 Whole Sport Plan

England Netball remains committed to its '10-1-1' mission, vision and values that form the fundamentals for its strategic planning for the future for the sport and business.

To facilitate the successful achievement of Netball 10:1:1 and Goal 4, England Netball will:

- ◀ Accelerate the participation growth by extending our market penetration and reach through the activation of a range of existing and new participant-focused products and programmes that access new and targeted markets.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

- ◀ Increase the level of long-term participant retention through targeting programmes at known points of attrition and easy transition through the market segments, supported by an infrastructure that reflects the participant needs and improves their netball experience.
- ◀ Build a sustainable performance pathway and system built on the principles of purposeful practice and appropriate quality athlete coach contact time.
- ◀ Develop sustainable revenue streams through the commercialisation of a portfolio of products and programmes and increasing membership sales. This will also include the creation of cost efficiencies and improved value for money through innovative partnerships and collaborations in all aspects of the business.
- ◀ Establish high standards of leadership and governance that protect the game and its people and facilitates the on-going growth and transformation of the NGB and sport.

Growing the Game of Golf in England (2017-2021)

In 2014, England Golf developed its first national strategy to help golf in England rise to some serious challenges. Membership was declining, many clubs were facing financial and business problems and the perception of the game was proving damaging. As such, it decided to set out recommendations for actions that would help “raise the game”.

The 2014 strategy helped achieve the following:

- ◀ 427,111 people being introduced to golf for the first time.
- ◀ 31,913 new members for England’s golf clubs from national initiatives.
- ◀ Over £25 million generated for golf clubs through new members.
- ◀ Four counties to merge their men’s and women’s unions associations.
- ◀ Support for 15,200 national, regional and county squad players.
- ◀ Over 150 championships and events organised across the country.

Following the above strategy, England Golf is now setting out to “grow the game” of golf through seven strategic objectives. Developed in consultation with the golfing community, six of these are developed from the previous work in 2014, whilst one (being customer focussed) is brand new and intends on boosting the impact of them all.

The objectives are:

- ◀ Being customer focussed
- ◀ Stronger counties and club
- ◀ Excellent governance
- ◀ Improve image
- ◀ More members and players
- ◀ Outstanding championships, competitions and events
- ◀ Winning golfers

Funding opportunities¹⁰

In order to deliver much of the overarching action plan it is recognised that external partner funding will need to be sought. Although seeking developer contributions in applicable situations and other local funding/community schemes could go some way towards meeting deficiencies and/or improving provision, other potential/match sources of funding should be investigated. Below is a list of current funding sources that are relevant for community improvement projects involving sports facilities.

¹⁰ Up to date as of April 2017.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Awarding body	Description
Big Lottery Fund http://www.biglotteryfund.org.uk/	Big invests in community groups and to projects that improve health, education and the environment. For example, Awards for All which is for small Lottery grants of between £300 and £10,000.
Sport England The current funding streams will change throughout 2016/17 so refer to the website for the latest information: http://funding.sportengland.org/funding/our-different-funds/	Sport England is keen to marry funding with other organisations that provide financial support to create and strengthen the best sports projects. Applicants are encouraged to maximise the levels of other sources of funding, and projects that secure higher levels of partnership funding are more likely to be successful.
Football Foundation http://www.footballfoundation.org.uk/funding-schemes/	This trust provides financial help for football at all levels, from national stadia and FA Premier League clubs down to grass-roots local development.
Rugby Football Foundation http://www.rugbyfootballfoundation.org/index.php?option=com_content&view=article&id=14&Itemid=113	The Grant Match Scheme in particular provides easy-to-access grant funding for playing projects that contribute to the recruitment and retention of community rugby players. Grants are available on a 'match funding' 50:50 basis to support a proposed project. Projects eligible for funding include: 1. Pitch Facilities – Playing surface improvement, pitch improvement, rugby posts, floodlights. 2. Club House Facilities – Changing rooms, shower facilities, washroom/lavatory, and measures to facilitate segregation (e.g. women, juniors). 3. Equipment – Large capital equipment, pitch maintenance capital equipment (e.g. mowers). Other loan schemes are also available.
The England and Wales Cricket Trust https://www.ecb.co.uk/be-involved/club-support/club-funding	Interest Free Loan Scheme provides finance to clubs for capital projects and the Small Grant Scheme is also open to applications from affiliated cricket clubs.
EU Life Fund http://ec.europa.eu/environment/funding/intro_en.htm	LIFE is the EU's financial instrument supporting environmental and nature conservation projects throughout the EU.
National Hockey Foundation http://www.thenationalhockeyfoundation.com/	The Foundation primarily makes grants to a wide range of organisations that meet one of the areas of focus: Young people and hockey, Enabling the development of hockey at youth or community level.

Protecting Playing Fields

Sport England's Strategy: Towards an Active Nation (2016-2021) will simplify the funding reducing the number of investment programmes from 30 to 7:

- ◀ Tackling Inactivity
- ◀ Children and Young People
- ◀ Volunteering
- ◀ Taking sport and activity into the mass market
- ◀ Supporting sports core markets
- ◀ Local delivery
- ◀ Creating welcoming sports facilities

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

The current funding streams listed below will remain operational during 2016/17 but will be phased out and replaced by one or more of the seven listed above.

It launched Protecting Playing Fields (PPF) as part of its Places People Play Olympic legacy mass participation programme and is investing £10 million of National Lottery funding in community sports projects.

The programme is being delivered via five funding rounds (with up to £2 million being awarded to projects in each round). Its focus is on protecting and improving playing fields and developing community sport. It will fund capital projects that create, develop and improve playing fields for sporting and community use and offer long term protection of the site for sport. Projects are likely to involve the construction of new pitches or improvement of existing ones that need levelling or drainage works.

Sport England's 'Inspired Facilities' funding programme will be delivered via funding rounds and where clubs, community and voluntary sector groups and local authorities can apply for grants of between £25k and £150k where there is a proven local need for a facility to be modernised, extended or modified to open up new sporting opportunities.

The programmes three priorities are:

- ◀ Organisations that haven't previously received a Sport England Lottery grant of over £10k.
- ◀ Projects that are the only public sports facility in the local community.
- ◀ Projects that offer local opportunities to people who do not currently play sport.

Besides this scheme providing an important source of funding for potential voluntary and community sector sites, it may also provide opportunities for Council to access this funding particularly in relation to resurfacing the artificial sports surfaces. For further up to date information please go to: <http://funding.sportengland.org/funding/our-different-funds/protecting-playing-fields/>

Strategic Facilities Fund

Facilities are fundamental in providing more people with the opportunity to play sport. The supply of the right facilities in the right areas is key to getting more people to play sport. Sport England recognises the considerable financial pressures that local authorities are currently under and the need to strategically review and rationalise leisure stock so that cost effective and financially sustainable provision is available in the long-term. Sport England has a key role to play in the sector, from influencing the local strategic planning and review of sports facility provision to investing in major capital projects of strategic importance.

The Strategic Facilities Fund will direct capital investment into a number of key local authority projects that are identified through a strategic needs assessment and that have maximum impact on growing and sustaining community sport participation. These projects will be promoted as best practice in the delivery of quality and affordable facilities, whilst demonstrating long-term operational efficiencies. The fund will support projects that bring together multiple partners, including input from the public and private sectors and national governing bodies of sport (NGBs). The fund is also designed to encourage applicants and their partners to invest further capital and revenue funding to ensure sustainability. Sport England has allocated a budget of circa £30m of Lottery funding to award through this fund (2013-17).

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Key features which applications must demonstrate are:

- ◀ A robust needs and evidence base which illustrates the need for the project and the proposed facility mix
- ◀ Strong partnerships which will last beyond the initial development of the project and underpin the long-term sustainability of the facility
- ◀ Multi-sport provision and activity that demonstrates delivery against NGB local priorities
- ◀ A robust project plan from inception to completion with achievable milestones and timescales.

Lottery applications will be invited on a solicited-only basis and grants of between £500,000 and £2,000,000 will be considered.

The Strategic Facilities Fund will prioritise projects that:

- ◀ Are large-scale capital developments identified as part of a local authority sports facility strategic needs assessment/rationalisation programme and that will drive a significant increase in community sports participation
- ◀ Demonstrate consultation/support from two or more NGBs and delivery against their local priorities
- ◀ Are multi-sport facilities providing opportunities to drive high participant numbers
- ◀ Are a mix of facility provision (indoor and/or outdoor) to encourage regular and sustained use by a large number of people
- ◀ Offer an enhancement, through modernisation, to existing provision and/or new build facilities
- ◀ Have a long-term sustainable business plan attracting public and private investment
- ◀ Show quality in design, but are fit for purpose to serve the community need
- ◀ Have effective and efficient operating models, combined with a commitment to development programmes which will increase participation and provide talent pathways.

Projects will need to demonstrate how the grant will deliver against Sport England's strategic priorities. The funding available is for the development of the capital infrastructure, which can contribute to the costs of new build, modernisation or refurbishment and purchasing of major fixed equipment as part of the facility development.

Funder's requirements

Below is a list of funding requirements that can typically be expected to be provided as part of a funding bid, some of which will fall directly out of the Playing Pitch Strategy:

- ◀ Identify need (i.e., why the Project is needed) and how the Project will address it.
- ◀ Articulate what difference the Project will make.
- ◀ Identify benefits, value for money and/or added value.
- ◀ Provide baseline information (i.e., the current situation).
- ◀ Articulate how the Project is consistent with local, regional and national policy.
- ◀ Financial need and project cost.
- ◀ Funding profile (i.e., Who's providing what? Unit and overall costs).
- ◀ Technical information and requirements (e.g., planning permission).
- ◀ Targets, outputs and/or outcomes (i.e., the situation after the Project/what the Project will achieve)
- ◀ Evidence of support from partners and stakeholders.
- ◀ Background/essential documentation (e.g., community use agreement).
- ◀ Assessment of risk.

SOUTH ESSEX OVERARCHING PLAYING PITCH STRATEGY

Indicative costs

The indicative costs of implementing key elements of the overarching action plan can be found on the Sport England website:

<https://www.sportengland.org/facilities-planning/design-and-cost-guidance/cost-guidance/>

The costs are for the development of community sports facilities and are based on providing good quality sports facility based on the last quarter. The Facilities Costs are updated on the Sport England website every quarter. These rounded costs are based on schemes most recently funded through the Lottery (and therefore based on economies of scale), updated to reflect current forecast price indices provided by the Building Cost Information Service (BCIS), prepared by Technical Team Lead of Sport England.

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SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

REPORT

AUGUST 2018

QUALITY, INTEGRITY, PROFESSIONALISM

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SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

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SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

PART 1: INTRODUCTION

This is the South Essex Indoor Sports Facilities Overarching Strategy and Action Plan for the period 2018 – 2037. South Essex has an aspiration, and need, to consider its facilities planning particularly in the context of the nascent Association of South Essex Local Authorities (ASELA), an ageing stock of leisure facilities; different management arrangements, future growth needs; changing economic and demographic profile of the area.

The focus of this overarching strategy is to provide clear direction to all partners so that together they can plan and develop a more modern, efficient and sustainable range of community based sport and leisure facilities that South Essex requires. It also aims to identify cross cutting themes which can be addressed across local authority boundaries. This overarching strategy sits alongside the individual indoor and sport strategy and action plan documents, produced for Basildon, Castle Point, Rochford and Southend councils in 2018 and Thurrock strategy and action plan produced in 2017. It also sits alongside an overarching Playing Pitch Strategy and Action Plan and individual strategy and action plans for the aforementioned local authorities.

Partners

This is a plan for South Essex, excluding Brentwood (although it is expected that this will be taken into consideration in the near future). Whilst Active Essex, Essex County Council and the local authority councils have been the key drivers, it is expected that plans and actions emanating from them will be delivered through partnership with and between other key stakeholders, including Active Essex, parish and town councils and Essex and Southend Health and Wellbeing Boards, and be predicated upon them accepting and taking responsibility for different aspects of its implementation. The partnership approach to Strategy delivery is necessary to make best use of the assets and resources available to drive the development of sport and physical activity in Essex.

National strategic context summary

Sport England aims to ensure positive planning for sport, enabling the right facilities to be provided in the right places, based on up to date assessment of needs for all levels of sport and all sectors of the community. This draft strategic overarching strategy has been produced by applying the principles and tools identified in the Sport England Guide Assessing Needs and Opportunities for Indoor and Outdoor Sports Facilities (ANOG).

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Figure 1: ANOG model



As illustrated, Sport England regards an assessment of need as core to the planning for sporting provision. This strategic framework provides a basis for future strategic planning across South Essex.

Sporting Future: A new strategy for an active nation

The Government published its strategy for sport in December 2015. This strategy confirms the recognition and understanding that sport makes a positive difference through broader means and that it will help the sector to deliver five simple but fundamental outcomes: physical health, mental health, individual development, social and community development and economic development.

Sport England: Towards an Active Nation

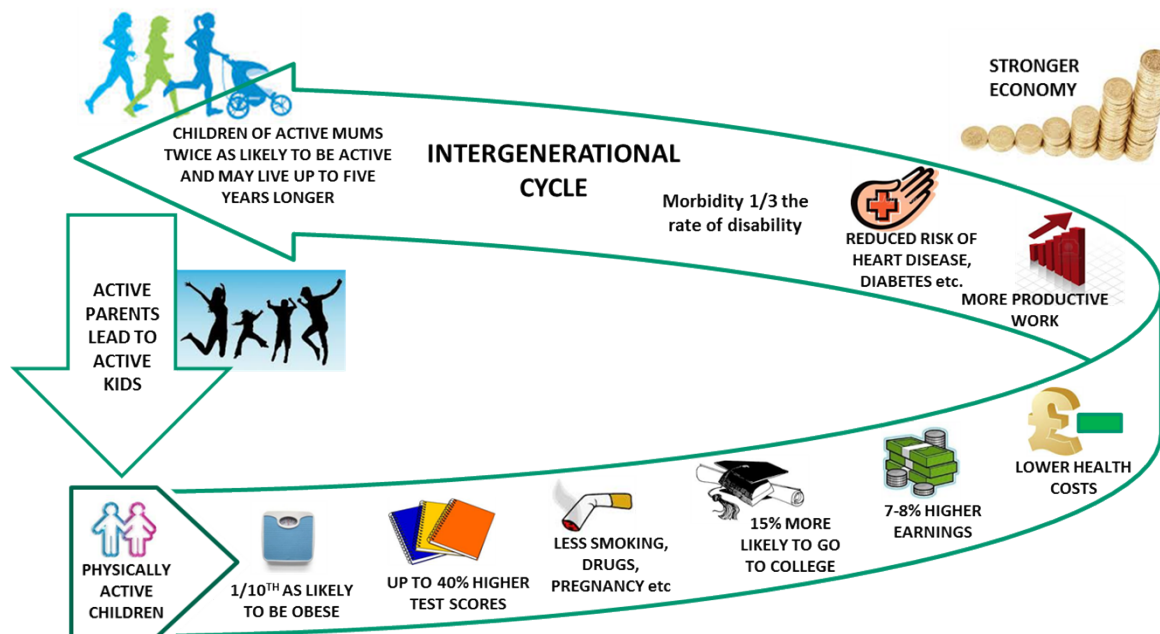
Sport England's response to the Government's strategy was to develop Towards an Active Nation; this identifies that it will invest in:

- ◀ Tackling inactivity
- ◀ Volunteering – a dual benefit
- ◀ Local delivery
- ◀ Taking sport and activity into the mass market
- ◀ Children and young people
- ◀ Supporting sport's core market
- ◀ Facilities

It is clear that increasing participation in sport and physical activity and the health and wellbeing benefits that this delivers is a key driver for the five local authorities, Essex County Council, Active Essex and other partners. This is particularly important in the context of getting the inactive to become active and ensuring that interventions are targeted at underrepresented groups. The wider benefits derived from having a more active population are highlighted in the following intergenerational cycle which clearly demonstrates the impact beyond the sports field.

SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

Figure 2: Intergenerational cycle



Based on 'Designed to move' © Nike Inc.

It is clear that having high quality and appropriate 'places to play sport and be physically active' are an integral part of the mix that delivers health and wellbeing benefits as well as wider economic gains within Essex and as such should be viewed and valued within this context. Sport England has identified that its highest priority for investment will be tackling inactivity. In addition to this, it will continue to invest in facilities, but that there will be a focus on multi-sport and community hubs which bring together other services such as libraries and doctor's surgeries.

Therefore, high quality and appropriate 'places to play sport and be physically active' are important in delivering increased participation in sport and physical activity which is part of the foundation of improving health and wellbeing among South Essex's residents. However, it is not enough just to have the right facilities in the right places, they also need to be programmed and priced appropriately to ensure that activities are appropriate for specific target groups and that cost is not a barrier to access.

Local strategic context summary:

The Association of South Essex Authorities

The Association of South Essex Authorities (ASELA) consists of Basildon, Brentwood, Castle Point, Essex County, Rochford, Southend-on-Sea, and Thurrock Councils. All seven Councils have recognised the need to work across borders on strategic issues such as infrastructure, planning and growth, skills, housing and transport connectivity. A Memorandum of Understanding was signed on 10th January 2018. This recognises that through a collaborative approach, the Councils will be best placed to deliver a vision for South Essex up to 2050, promoting healthy growth for its communities. There is an intention to assist the delivery of this vision through the preparation of a Joint Strategic Plan.

The core purpose of ASELA is to provide place leadership for South Essex. Recognising that through collaborative approach it will be best placed to develop and deliver a vision for South Essex up to 2050, promoting healthy growth its communities.

SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

ASELA will focus on the strategic opportunities, regardless of individual local authority boundaries for the South Essex economic corridor to influence and secure the strategic infrastructure that will help individual areas to flourish and realise their full economic and social potential.

South Essex Housing Market Assessment 2016

This assessment forms an important part of the evidence base used to set future housing requirements in each of the Thames Gateway South Essex (TGSE) authorities as respective Local Plans are developed, and has been prepared in accordance with the National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG).

The Strategic Housing Market Assessment (SHMA) has identified a range of objective assessment of need (OAN) for the housing market assessment. This recognises that the authorities are undertaking further work through the preparation of an Economic Development Needs Assessment to appraise the anticipated economic potential of the area. In recognising the evidence of strong need for housing of all tenures, as well as the area's stated growth ambitions, this study concludes that weight should be given to the upper end of the OAN range in the development of housing policy and assessment of housing land supply.

As advocated by the PPG, housing needs have been assessed across the TGSE housing market area. Consideration has also been given to the scale of need within each of the individual authorities over the period from 2014 to 2037.

Table 1: Summary of objectively assessed need range

	Lower end of range	Upper end of range
Basildon	763	837
Castle Point	326	410
Rochford	312	392
Southend-on-Sea	953	1,132
Thurrock	919	973
TGSE	3,272	3,744

In summary this has led to the identification of a range of objectively assessed need for between 3,275 and 3,750 dwellings per annum across the TGSE housing market area with Basildon, Southend and Thurrock the areas likely to see the most growth.

The Government have now introduced a standard methodology for calculating objectively assessed housing need. This represents a slight uplift per annum than the figures presented here and will be considered through any review of this strategy or via the plan preparation process.

Active Essex: Changing One Million Lives to get Essex Active 2017-2021

The Active Essex (County Sports Partnership) target is to get one million people active by the year 2021 by driving up and sustaining sports participation and physical activity. In partnership with a number of key partners and organisations, Active Essex is committed to creating opportunities and resources to achieve this target which will reduce inactivity and develop positive attitudes to health and wellbeing across communities in the County. Although the Strategy applies to the whole county, specific priority is given to the following groups, as those most likely to be underrepresented in both sport and physical activity:

- ◀ People aged 65+.
- ◀ People with a life-long limiting illness or disability.

Comment [MS1]: Note the 2016 SHMA figures have been used rather than the more up-to-date 2017 SHMA Addendum.

Is it a simple case to input the 2017 figures?

Basildon = 972 – 986
 Castle Point = 311
 Rochford = 331 – 361
 Southend = 1,072
 Thurrock = 1074 - 1381

The standard methodology will replace both, if we can change at this late stage reference as to why the 2016 figures were used instead of 2017.

Comment [XP2]: Clare, I appreciate this was mentioned at the meeting last week, wording included for you to include and to flag the point once more..

SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

- ◀ Unemployed people.
- ◀ Females.
- ◀ People from lower socio-economic groups (NS-SEC 5-8) ¹.
- ◀ Black and ethnic minorities.

Essex Health and Wellbeing Board: Joint Health and Wellbeing Strategy (2013-2018)

This identifies three key priorities, all of which have specific development areas which need to be achieved through partnership work, as outlined in Table 2.

Table 2: Essex Health and Wellbeing Board key priorities

Priority
Starting and developing well: ensuring every child in Essex has the best start in life.
Living and working well: ensuring that residents make better lifestyle choices and have opportunities needed to enjoy a healthy life.
Ageing well: ensuring that older people are independent for as long as possible.

Summary of local policies

Key local policy messages can be summarised as follows:

- ◀ There is a commitment to work across local authority boundaries in the form of the Association of South Essex Local Authorities.
- ◀ The 2016 SHMA indicates additional housing requirements for the sub region. Specific locations have not been identified but the general increase will lead to additional demand on leisure facilities, especially in Southend, Thurrock and Basildon.
- ◀ There is a commitment to improve the health of all communities in across the South Essex sub region and the need to have good quality sports facilities, which are programmed and priced appropriately.
- ◀ The commitment to protect and enhance the range of services that support healthy and active communities within the sub region.
- ◀ There are a wide range of activities and programmes delivered across the sub-region in line with Active Essex's key strategic priorities. Specific priority needs to be given to groups which are under-represented in both sport and physical activity.

¹ NS-SEC: National Statistics Socio-economic Classifications

SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

PART 2: ABOUT SOUTH ESSEX (Basildon, Castle Point, Rochford, Southend-on-Sea & Thurrock)

The total population of the South Essex sub-region, taken from ONS 2016 Mid-Year Population Estimate, was 705,603 with slightly fewer males (345,092) to females (360,511). Basildon has the highest population with over 180,000 residents whilst Rochford has the fewest with less than half that of Basildon.

Table 2: Population of local authorities in South Essex sub region

Local authority	Basildon	Castle Point	Rochford	Southend	Thurrock	Total
Males	89,065	43,679	41,947	88,027	82,374	345,092
Females	94,313	46,052	43,723	91,772	84,651	360,511
Total	183,378	89,731	85,670	179,799	167,025	705,603

Ethnicity (Data source: 2011 census of population, ONS) - In broad terms, South Essex's ethnic composition does not reflect that of England as a whole. According to the 2011 Census of population, the largest proportion (91.39%) of the local population classified their ethnicity as White; this is higher than the comparative England rate of 85.4%. The next largest population group (by self-classification) is Black, at 3.2% which is similar to the national equivalent (3.5%).

Crime (Data source: 2017 Recorded Crime, Home Office)- During the 12 months to September 2017 the rate for recorded crimes per 1,000 persons in South Essex was 75.3; this is lower than the equivalent rate for England and Wales as a whole which was 79.0. In both instances the crime rate has risen since 2015, by around 18.0% for South Essex and 25.5% for England & Wales.

Income and benefits dependency - The median figure for full-time earnings (2017) in South Essex is £29,822; the comparative rate for the East is £29,895 (+0.2%) and for Great Britain is £28,740 (-3.6%). In March 2018, there were 8,680 people in South Essex claiming Job Seekers Allowance (JSA); this represents a decrease of 46.0% when compared to March 2009 (16,110).

Deprivation (Data source: 2015 indices of deprivation, ONS) - Relative to other parts of the country South Essex experiences similar levels of deprivation; three in 10 of the area's population (29.0%) falls within the areas covered by the country's three most deprived cohorts compared to a national average of c.30%. Similarly, 31.3% live in the three least deprived groupings in the country, this compares to a 'norm' of c.30%.

A different pattern, to that seen for multiple-deprivation, is seen in relation to health with 12.7% falling within the areas covered by the three most deprived cohorts, this compares to a national average of c.30%. Conversely, 43.0% live in the three least deprived groupings compared to a 'norm' of c.30%.

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Figure 3: Index of multiple deprivation

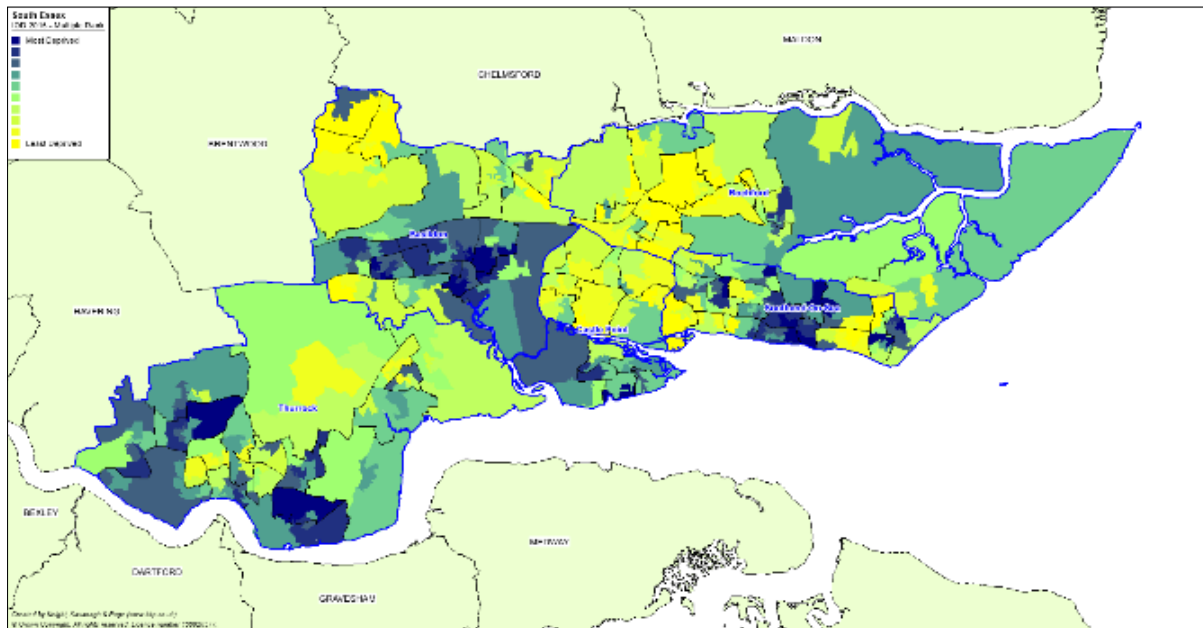
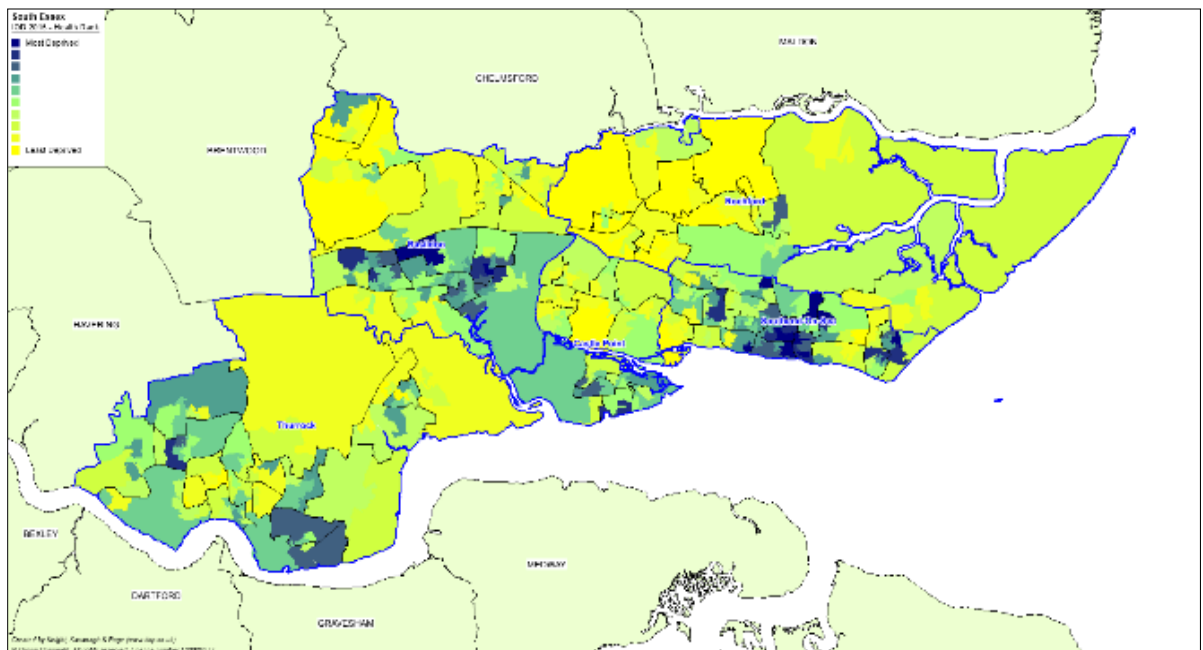


Figure 4: IMD Health domain



Health costs of physical inactivity

The British Heart Foundation (BHF) Promotion Research Group has reviewed the costs of avoidable ill health that it considers are attributable to physical inactivity. The annual cost to the NHS of physical inactivity in South Essex and Brentwood is estimated at £6,430,467. When compared to regional and national costs per 100,000, South Essex and Brentwood (£805,783) is 1.4% below the national average (£817,274) and 1.5% below the regional average (£818,185).

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It should also be noted that in addition to the NHS costs there are also significant costs to industry in terms of days of productivity lost due to back pain etc. These have also been costed in Confederation of British Industry (CBI) reports and are of similar magnitude to NHS costs.

Active Lives Survey (November 2016 – November 2017)

The Sport England Active Lives Survey 2016/17, based on 16+ year olds taking part in walking, cycling, fitness, dance and other sporting activity, is summarised in Table 4. It clearly indicates that Rochford has the highest level of active residents (65.8%) with Castle Point (54.2%) and Thurrock (54.9%) having the least active. Castle Point and Thurrock also have the highest percentage of the population who are inactive compared to the rest of South Essex. Rochford, again, has the strongest results with the smallest percentage being inactive compared with the other four local authority areas.

Table 3: Active Lives Survey results 2016/17 (Source: Sport England)

	Inactive	Fairly Active	Active
Basildon	28.7%	14.3%	57.1%
Castle Point	30.9%	14.9%	54.2%
Rochford	23.1%	11.1%	65.8%
Southend-on-Sea	27.8%	12.9%	59.4%
Thurrock	31.3%	13.9%	54.9%
East	25.4%	12.6%	62.0%
England	25.7%	12.5%	61.8%

Table 4: Deprivation across South Essex sub region using IMD and health

	Basildon	Castle Point	Rochford	Southend	Thurrock
IMD Lowest 20% (least deprived)	20.9%	23.2%	48.9%	8.4%	11.2%
IMD Highest 20% (most deprived)	24.1%	8.3%	1.8%	25.7%	13.4%
Health Lowest 20% (least deprived)	29.2%	18.2%	68.8%	8.7%	27.6%
Health Highest 20% (most deprived)	7.2%	2.0%	0.0%	18.9%	1.0%

Table 5 indicates that Rochford has the lowest percentage of population who live in areas of higher deprivation (taking account of both IMD and health separately) in comparison to other local authorities within the sub region. Given that Rochford has the most active and least inactive populations, this would tend to support the view that people living in areas of lower deprivation are more active than those living in areas of higher deprivation.

Conversely, Southend has the highest level of health deprivation (18.9%) and IMD (25.7%) in comparison to the rest of South Essex. It is, however, the second most active borough in the sub-region suggesting that deprivation is but one factor when considering the propensity of people to take part in sport and physical activity.

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This complexity is further amplified by Castle Point and Thurrock, which are considered the least active (using Sport England Active Lives Survey 2015/16); Thurrock has 27.6% of its population living in areas of higher deprivation which would concur with the view that there is a link between levels of inactivity and deprivation; however, the findings in Castle Point indicate that it is very inactive (in comparison) but has low levels of deprivation.

Summary

The partnership of five local authorities, Essex County Council and Active Essex recognise the importance of the leisure facility stock to health and well-being and is committed to its retention via the presumption (in planning policy) against any net loss of active sport and leisure facilities in the sub region. The ASELA 2050 is a relatively nascent group but is committed to working across boundaries for the good of the sub-region. It is, however, understood that there will still be increasing financial constraints and there is a need to develop a strategy to deal with all facilities including poor quality ones which by their nature are expensive to operate and costly to maintain.

Housing growth across the sub-region has the potential to increase demand for facilities in key areas. At this juncture it is unclear as to the likely yield in terms of sources of funding, via, for example, planning gain that will be available to invest in facilities, due to other demands on these monies.

The partnership will need to deal with increasing age-related health challenges of the resident population. Anticipated change in the age profile of the population suggests that facility programmes and opening times will need to ensure that older people are fully included. This is difficult given current occupancy levels in some centres and reliance on school sports facilities to meet the overall demand in the sub region. There needs to be a clear drive across all local authorities to increase physical activity and reduce the levels of inactivity.

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PART 3: VISION

Below is the vision for the South Essex Indoor Built Facilities Strategy for the period 2018-2037.

“To create high quality, sustainable leisure and sports facilities which meet community need, increase participation, help tackle health and age issues and provide accessible, inclusive activities for South Essex residents as part of an active lifestyle.”

The vision builds upon the conclusions identified in the four assessment reports (March 2018), Thurrock’s Active Places Report 2017 and Sport England’s five year strategy ‘Towards an Active Nation’, which aims to target the 28% of people who do less than 30 minutes of exercise each week and focuses on the least active groups; typically women, the disabled and people from lower socio-economic backgrounds.

This South Essex Strategy provides an overarching framework within which a clear, coherent way forward for the management and delivery of leisure and sports facilities across the sub region can be identified. The primary focus is to enable residents to gain access to leisure facilities of which they can be proud. It is also vital to ensure that facilities support sport and physical activity programmes that lead to increases in regular participation, taking account of the projected changes in age profile of the population in the County up until 2037.

Aims

The above vision is based upon a clear aims (not in any priority) and summarised in the boxes below. The three main themes of the strategy – to *protect, enhance and provide* reflect the sub region’s priorities and also emanate from Sport England’s planning aim and objectives for sport. Each of the individual local authorities and their partners are recommended to adopt the following aims (as policy) to enable the above vision to be achieved:

Objective 1: Protect

Protect the current stock of facilities in order to meet the sport and physical activity needs of the local residents by identifying defined roles and functions for different facility types which will be supported by appropriate investment.

Objective 2: Enhance

Enhance the county-wide approach to programming and management at all sites with a view to improving sports development aspirations and increasing physical activity outcomes, health and wellbeing agenda based on identified strategic need

Objective 3: Provide

Provide a coherent range of good quality, accessible facilities serving key current and future communities across the South Essex sub region.

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PART4: RESEARCH FINDINGS

South Essex summary

The individual needs assessment reports and local authority strategies identify that a wide variety of indoor sports are offered across the South Essex area including badminton, basketball, table tennis, indoor tennis, netball, gymnastics, squash, indoor bowls etc. Gymnastics is a particularly strong sport in the area and continues to place pressure on existing facilities. Some facilities can be considered to have a regional pull including, for example, Southend Leisure and Tennis Centre (regional diving and tennis facility), Basildon Sports Village (with its regionally renowned gymnastics centre) and Clements Hall Leisure Centre. There are also many local facilities which service local demand.

Further, there is an emphasis on outdoor opportunities including sailing and other water sport activities in some areas. There is strong and vibrant volunteer workforce (which needs support in some instances) across the area which supports the management of the sports clubs, although it is clear that the demographic of volunteers continues to age. The following is a brief summary of the key issues identified in each of the local authorities.

The individual local authority strategies and action plan identify Tier 1 and Tier 2 facilities for sports halls and swimming pools. This is essentially a method of identifying which facilities serve different communities. Further details can be found in the individual local authority strategies and action plans with Tier 1 and Tier 2 facilities summarised as follows: This section provides a synopsis of key sports facilities and sporting activity across the sub-region including those in Thurrock.

Table 5: Synopsis of Tier 1 and Tier 2 facilities across the sub region

Designation	Role and function
Level 1: Regional or sub-regional facilities	<ul style="list-style-type: none"> • Provides a regional or sub-regional significant facility which is the primary performance venue for a single or select number of priority sports. • A venue with the potential to host sub-regional, county, borough-wide and local events. • Provides a wide a range of opportunities for residents and visitors to participate in sport and physical activity, contributing significantly to the quality of life of residents across the whole of the Borough. • Provides/programmes opportunities for local people to try new activities, develop their skills and progress to a higher performance level. • Is a core venue for training and development of teachers, coaches, volunteers, officials and others in key sports.
Level 2: Community Leisure facilities which service the Borough or local town population	<ul style="list-style-type: none"> • Contribute to quality of life of residents in the local community served and/or borough and provide a range of opportunities to participate in sport and physical activity. • Generally, a combination of stand-alone community facilities and sports facilities on school sites (where this is the primary facility within the locality). • Is a venue with potential to host borough-wide, community/ local events • Provides a base for the provision of opportunity (delivered by a range of providers) for local people to develop their skills and try new activities. • One of several core venues offering health/fitness provision and activity across the Borough. • Core venue accommodating the Borough's Learn to Swim programmes (where a pool is incorporated). • Provides options for a range of sports organisations to participate, compete and develop skill within their chosen activity.

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Designation	Role and function
	<ul style="list-style-type: none"> • Supports voluntary sports sector to cater for club activity and raise standards in respect of coaching, coach education, administration and volunteer development in chosen sport. • Facility use should reflect the demographic profile of the local community. • If applicable, increases/ improves quality of PE and school sport opportunity for young people attending the school at which it is based.

Table 6: Synopsis of sporting activity across the sub region

Sport	Sub-region overview
Badminton	The coverage of affiliated badminton clubs is poor across the sub-region, although all areas offer recreational and 'no strings' opportunities. All areas identify the need to improve the badminton workforce which suggest that a coordinated approach across the sub-region led by Badminton England, Essex County Badminton Association and supported by leisure operators, should be considered with a view to increasing participation.
Basketball	Basketball is strong across the sub region with Castle Point being the exception. Southend is particularly strong with national league representation. All areas require ongoing support with regard to coach and volunteer development. Regular evaluation of sports hall programming is necessary to ensure that both recreational and club level opportunities remain available. There is a requirement to identify sources of funding to support recreational sessions as this sport attracts many young people who cannot necessarily afford to hire indoor facilities.
Indoor tennis	There are four indoor tennis facilities located in the sub-region, two in Southend, one in Rochford and one in Castle Point. They are all either above average of good quality and offer a total of 13 indoor courts. Availability varies with membership required at the Athenaeum in Rochford and David Lloyd in Southend (although this facility does offer some subsidised use). Southend Tennis and Fitness Centre hosts the regional performance academy and along with Deanes School in Castle Point allows pay and play opportunities. There are estimated to be 52,277 people per indoor tennis court across the sub-region.
Gymnastics	<p>Gymnastics is a popular and growing sport across the sub-region. There has been an increase in demand for the sport at all levels following Olympic and other international success especially of local gymnasts.</p> <p>Each local authority has opportunity for entry level and there are several dedicated gymnastics facilities with the Max Whitlock Academy and Eversley Leisure Centre being the latest additions.</p> <p>There are still waiting lists around the sub-region with, for example, Cartwheels GC indicating 200 people on the waiting list. South Essex GC, based at BSV, is the key club in the area with c.3,500 members. There appears to be relatively good levels of coordination regarding workforce development across different clubs. The development of two additional dedicated facilities will help to address some demand, although there appears to be an insatiable demand for recreational gymnastics in all areas of the sub region.</p> <p>BG is aware of the development in the area and has supported facility upgrades and premises expansions. It is likely that demand for gymnastics will continue to rise and there will be areas where demand continues to outstrip supply as long as the quality of coaching remains high.</p>

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Sport	Sub-region overview
Sailing and water sports	Sailing and other water sports appear to be strong in the sub region with six sailing clubs in Rochford, three in Castle Point and Southend has five sailing clubs and a plethora of differ clubs such as kite surfing, rowing and stand up paddle boarding in Southend. The area is one of importance to the RYA as it is supporting the Upper Yacht Club in Rochford to become an RYA approved training centre as well as supporting clubs in Southend with regard to development. Most clubs have capacity to grow. The main challenge to most clubs is the potential silting of the estuary and rivers on which they operate.
Indoor bowls	There are three indoor bowls clubs, one in Rochford and two in Southend on Sea. They offer a total of 13 rinks. This equates to 1 rink per 52,277 people in the sub region, although they are all located in the east of the area. They are all in above average condition and all have spare capacity to service any unmet demand in the area. The key issue for most clubs is maintaining and/or increasing membership given the rising age demographic of current membership.
Squash	All four of the local authorities offer squash courts. There are 10 courts in Rochford as well as Basildon, three courts in Castle Point, 17 courts in Southend and eight courts in Thurrock. Some of the courts are used as multi-purpose areas, especially during the daytime when demand for squash is at its lowest. The offer ranges from pay and play opportunity at Clements Hall Leisure Centre, Rochford to membership only facilities such as the Athenaeum. Given the wide spread of facilities across all five local authorities there is the potential to consider workforce and sports development issues across the local authority border to reduce duplication and help drive up participation.
Table tennis	Table tennis has strong representation across the sub-county area. A wide variety of venues are used ranging from small village halls and community centres to larger leisure centres and/or school sites. Larger clubs report problems with booking sports halls at peak times due to competition from other sports as well as issues surrounding storage of tables. The Southend League is the largest in Essex with 72 teams. It aspires to have a dedicated facility. Likewise, Essex County Table Tennis Association would like to have its own dedicated table tennis facility to develop the sport further. Whilst a dedicated facility would, undoubtedly, help the sport to develop the key issue always revolves around raising the capital to build such a facility and table tennis players paying an appropriate fee to support maintenance and development of such a facility.

Area by area summaries

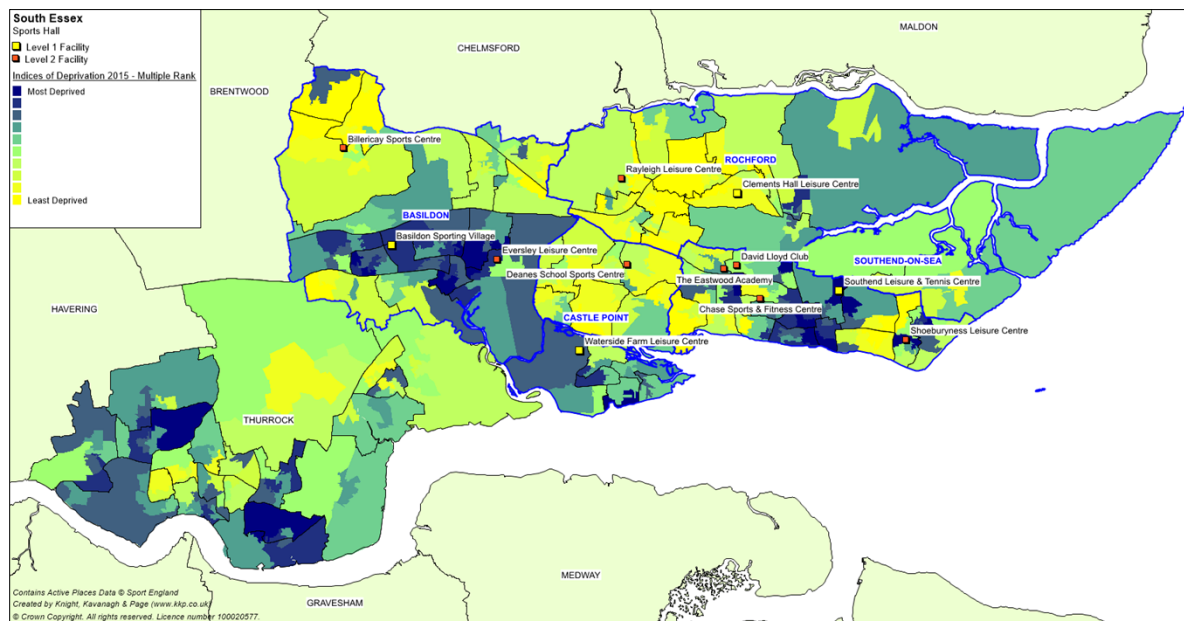
Basildon summary
<ul style="list-style-type: none"> ◀ Basildon Sporting Village (BSV) is a Tier 1 facility which is in good condition and attracts participation from the sub region as well as locally. ◀ There is no daytime availability of sports halls in Billericay and Wickford although there is capacity at BSV. ◀ The conversion of Eversley Leisure Centre into a dedicated gymnastics facility (Summer 2018) should enable the sport to continue to grow. ◀ Basildon has sufficient swimming pool capacity. BSV is spacious and offers a high quality offer. ◀ Billericay Swimming Pool is in poor condition and needs replacing. A feasibility is being undertaken to understand the demand more fully. It is expected that a facility with six lanes and a learner pool will be required.

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<p>Castle Point summary</p> <ul style="list-style-type: none"> ◀ The Local Authority manages the key leisure facility sites directly. ◀ Both the main facilities of Runnymede and Waterside Farm leisure centres have received significant investment over the past two years, ensuring that they remain fit for purpose. ◀ All sports halls report spare capacity with the exception of Waterside Farm Leisure Centre, which is very popular and at capacity. ◀ Consideration of how to extend community use in schools is important (i.e. get more people using them). ◀ Waterside Farm Leisure Centre attracts swimmers from Basildon.
<p>Rochford summary</p> <ul style="list-style-type: none"> ◀ Clements Hall Leisure Centre is identified as a Tier 1 facility. It has received investment but is over 40 years old and is likely to need to be fully refurbished or be rebuilt within the lifetime of the Strategy. ◀ Clements Hall has been identified as a strategic site by Badminton England. ◀ Greensward Academy is an important facility, albeit in a poor state of repair. The potential closure of the sports facilities will put an additional squeeze on other sporting infrastructure in the area. ◀ Many residents of Rochford continue to use facilities in Southend. The main reason for this is seen as a combination of the good swimming facility offered at Southend Leisure and Tennis Centre, the relative closeness of the facility and people’s working habits (which takes them into Southend). ◀ The proposed refurbishment or rebuild of Clements Hall could address this demand by increasing the number of lanes provided.
<p>Southend-on-Sea summary</p> <ul style="list-style-type: none"> ◀ Southend Leisure and Tennis Centre is considered to be a Tier 1 facility. It is a high quality, relatively new facility which draws people in from the wider sub-region. ◀ There is a lot of sports activity being undertaken across the Borough, with strong player pathways in a range of sports. ◀ This high demand is putting increased pressure on facilities, especially sports halls. ◀ Swimming is a popular activity. The swimming stock is generally in good condition. There is, however, an undersupply of water space in Southend estimated to be a minimum of a six lane pool with a learner pool. This is likely to be exacerbated with the projected housing growth in the Borough. ◀ Many of the smaller school pools absorb the remaining swimming lesson programme. ◀ Southend draws swimmers from Rochford, in particular.
<p>Thurrock summary (as identified in the Indoor Sport and Leisure Facilities Strategy 2017)</p> <ul style="list-style-type: none"> ◀ Swimming is a popular activity with facilities being full at peak periods. ◀ Thurrock is in urgent need of new swimming provision to replace the existing stock. ◀ All sports halls are in education facilities and unavailable to the public during the day, with investment required in at least 50% of sports halls. ◀ There is a limited number of specialist sports facilities. ◀ Popularity and participation of gymnastics suggests the need for a permanent facility. ◀ There is a need to ensure that the Council’s sports facility infrastructure is geared up to contribute to the delivery of interventions designed to address Thurrock’s health inequalities. ◀ The opportunity exists to develop new sports and physical activity facilities alongside appropriate new schools, required as a result of population growth. ◀ There is a need to align indoor facilities with appropriate outdoor provision, especially if new facilities are developed on school sites. ◀ There is a need to identify ongoing investment to maintain and protect existing sports facilities and to undertake key elements of refurbishment. A feasibility study is being undertaken for Blackshots Leisure Centre (2018).

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Figures 4 and 5, overleaf, identify the spread of tiered provision in the wider sub region.
Figure 5: Indoor sports halls (Tier 1 and Tier 2 facilities)

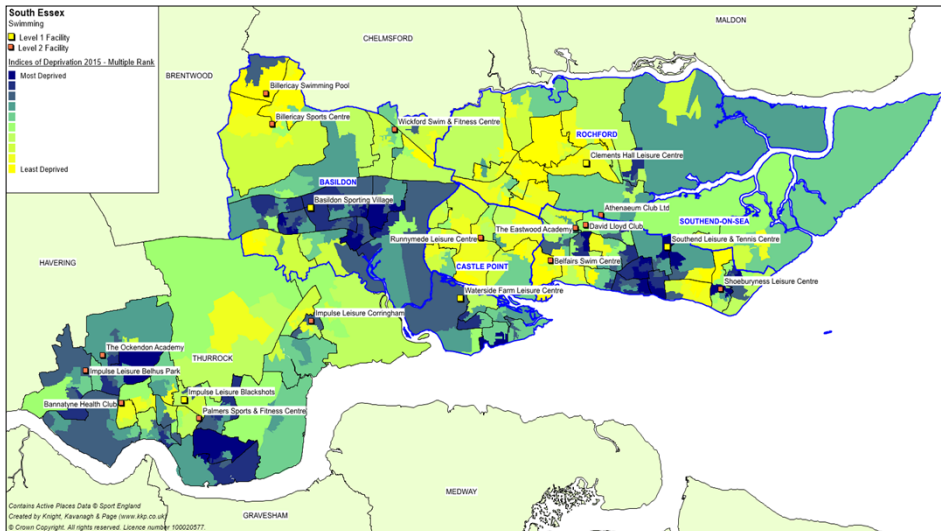


There is a mixed picture of quality and availability of indoor sports halls across the sub-region. Areas of higher population density tend to be serviced by indoor sports halls. The main points emanating from each area are:

- ◀ *Southend*- Badminton, basketball and futsal are popular in Southend. Futsal and basketball in particular would like to expand but are restricted by court availability and cost.
- ◀ *Rochford* – Badminton and basketball are the two most popular sports played in sports halls. It is estimated that any increase in demand through population growth will be accommodated through the current sports hall stock.
- ◀ *Castle Point* - other than Waterside farm leisure centre all sports halls have spare capacity.
- ◀ *Basildon* – there is spare capacity in a number of sports halls although other are reportedly full.
- ◀ *Thurrock* – investment is required in sports halls and a feasibility with regard to the future of Blackshots Leisure centre is currently underway.

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Figure 6: Swimming and diving pools (Tier 1 and Tier 2 facilities)



As with the indoor sports halls, the quality and availability of sports halls across the sub-region is variable. Each area has specific issues and or challenges and there is a general reliance on smaller school swimming pools especially with regard to the provision of swimming lessons. The main points emanating from each area are:

- ◀ **Southend** - has an under capacity of water equivalent to **over an 8 lane pool**. This means that the provision a Southend Tennis and Fitness Centre has very little room for growth.
- ◀ **Rochford** - there is significant opportunity to increase usage at swimming pools in the area, without affecting the quality of the experience of current users. Many users travel outside of the District to use other facilities. Clements Hall Leisure Centre is likely to need replacing during the life of this strategy
- ◀ **Castle Point** - Both Waterside Farm and Runnymede swimming pools are operating above the Sport England comfort factor.
- ◀ **Basildon** – There appears to be enough water space as long as the swimming pool at Billericay is replaced.
- ◀ **Thurrock** – Swimming is a popular activity with facilities being near full capacity at peak times.

Comment [XP3]: This is quoted to be a minimum of a 6 lane pool in the earlier Southend summary. Although this doesn't state that 8 is the minimum, the statistics should be consistent.

SOUTH ESSEX INDOOR BUILT FACILITIES

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PART 5: RECOMMENDATIONS

This section seeks to identify strategic issues which transcend local authority boundaries, with a view that they can either be addressed locally and good practice shared, or that a common approach can be taken across the separate local authorities.

Areas where there is potential for coordinated improvement, therefore, are:

- ◀ For the local authorities (via ASELA) to adopt a co-ordinated approach in respect of working across Public Health, Active Essex, NGBs and other regional partners to help drive up participation (and accommodate) existing demand and better cater for potential participation increases and increased sustainability.
- ◀ Continue to drive improvement of relationships, and work with the national governing bodies and other partners to increase provision of sports and participation levels.
- ◀ Identify ongoing investment, maintenance and refurbishment requirements which impact on more than one local authority with a view to protect and improve existing sports facilities and share this information with partners.
- ◀ In addition, and in order to tackle specific agendas, it is recommended that resource is placed on reducing health inequalities and maximising relationships across the sub county area
- ◀ Each local authority should give ongoing consideration to whether other complementary services can be hosted within any current facilities (e.g. library, health facility, etc) which has the potential to lead to cross fertilisation of use, drive increases in physical activity and lead to more sustainable facilities. This should also be considered across local authority boundaries and specifically take account of new housing growth.
- ◀ Work towards a common community use agreement which can be shared with partner to improve the coordination of community access to, and the programming and pricing of, facilities (including schools) across the sub-region.
- ◀ Share good practice with regard to partnerships between schools and stakeholder clubs/groups and ensure increases in participation from hard to reach groups across the sub region are reflected in operational practice.
- ◀ Where possible identify improved methods of sharing data, notwithstanding GDPR, with a view to ensuring all facilities (which are supported by the wider Partnership) make a progressively greater (and measured) contribution to reducing health inequalities.

All of the above will lead to reducing health inequalities, maximising relationships and enhancing facility management operations.

Potential funding to implement the strategy

The Strategy has not addressed in detail how proposals and recommendations will be funded. It is anticipated that there will be a mix of sources and solutions required to deliver the vision and ambitions of the strategy. These solutions will include:

- ◀ Further development and implementation of each of the individual District's/Borough's developer contributions process associated with the development of urban extensions.
- ◀ Use of capital receipts from land disposal, where applicable.
- ◀ Asset rationalisation and use of revenue saving and/or future liabilities to pay back borrowing aligned to capital investment in other sites.
- ◀ Prudential borrowing where an 'invest to save' justification can be made, particularly for longer-term proposals which may be considered in light of any future borrowing strategy.
- ◀ External funding sources aligned to specific facilities and/or sports (e.g. Sport England funding, other charitable grant awards and funding streams).
- ◀ Third party borrowing where a suitable, robust business case exists (although this will be more expensive than prudential borrowing).

SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

Monitoring and review

The Overarching Indoor and Built Facilities Strategy identifies the investment and actions required to deliver and maintain a high quality built facilities infrastructure for the South Essex sub region up until 2037.

It is important that the overarching strategy is a live document and is used in a practical manner to prioritise investment, develop key work programmes and partnerships, guide planning gain investment and ensure that built sports facilities are a vital component which contribute to the quality of life of Essex's residents.

The production of the Strategy should be regarded as the start of the strategic planning process with a requirement for all partners to engage in ongoing dialogue and review in order to ensure that a strategic approach is adopted throughout the life of the strategy.

Each local authority has its own Strategy and Action Plan with identified actions for them and partner which considers short (1-3 years), medium (3–5 years) and long term (up to 10 years). The opportunity exists for each local authority to report to ASELA on an annual basis. This will ensure that changes in the supply and demand for facilities across the authorities is noted and cross border impact taken into consideration.

In particular the annual review process should include:

- ◀ A review of annual progress on the recommendations; taking into account any changes required to the priority of each action (e.g. the priority of some may increase following the delivery of others).
- ◀ Lessons learnt throughout the year.
- ◀ New facilities that may need to be taken into account.
- ◀ Any specific changes of use of key sites in the South Essex sub county (e.g. sport specific specialisms of sites, changes in availability, etc.).
- ◀ Any specific changes in demand at particular facilities and/or clubs in the area (e.g. reduction or increase in club numbers, new housing growth *etc.*).
- ◀ New formats of traditional sports that may need to be taken account of.
- ◀ Any new or emerging issues and opportunities.

The outcome of the review will be to develop a new annual and medium term action plan for indoor and built sports facilities across the South Essex sub region.

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PART 6: ACTION PLAN

Management and programming

The following actions are relative to the overall management and programming of key facilities in across the sub-region and should be considered alongside the individual strategies and action plans. All actions identified below should take account of accessibility issues (hearing, visual and wheelchair access). Short term- 1-2 years; medium 3-5 years; Long term 5-10 years. Site by site actions can be found in the individual local authority strategy and action plan documents.

Strategic objective	Recommendation	Action	Timescale	Responsibility	Importance
Sub region wide programming Enhance	Ensure holistic approach to programming across all facilities leading to improved access for all sections of the community.	Consider current programming across the individual local authorities in the sub region Define the role of each facility within the wider community use offer across sub region –as per the individual action plans. Share the commitment to the site by site action plans for improving programming across the sub region.	Short	Each local authority to contribute	High
Community use agreements Enhance	Maintain the availability of the current stock of sports halls to the community.	Using good practice in the sub-region, consider if community use agreements can be secured to further embed policies across the school estate, leading to increased community use. Share good practice	Medium	Active Essex to coordinate	Medium
Sports halls Enhance	Improving access to facilities during the day time given the current reliance on educational facilities for indoor activity.	Highlight good practice across Essex and further afield regarding appropriate solutions to extending day time access including working with schools to accommodate community based organisations.	Short	Schools	Medium
Swimming pools Enhance	Continue to invest in the current stock of facilities and ensure programming reflects the needs of the resident population.	Planning for increases in water space needs to consider cross border demand. Commit to working strategically to programme water time for all residents to ensure the public have sufficient access the pools at peak times.	Short	All local authorities, leisure operators Public Health,	Medium

SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

Strategic objective	Recommendation	Action	Timescale	Responsibility	Importance
Health and fitness Enhance	Ensure that the provision of health and fitness facilities are appropriate to an ageing population in the District	<ul style="list-style-type: none"> ◀ When reviewing Council owned leisure centres/ and equipment, ensure excellent accessibility and consider changing age profile of those likely to use the facilities in the future. 	Medium	All local authorities and leisure providers.	Low
Indoor Tennis Enhance	Drive up participation from all sections of the community.	<ul style="list-style-type: none"> ◀ Engage with the private tennis operators to consider if it will extend its programme/ accessibility to younger people, in particular. ◀ Undertake an annual review to assess participation rates across the sub regions ◀ Support performance pathway of talented tennis players with a view to maximising their progress. 	Long	LTA, Active Essex, relevant local authorities,	Medium
Indoor bowls Protect	Drive up participation from all sections of the community.	<ul style="list-style-type: none"> ◀ Engage with indoor bowls facilities to identify good practice across the sub region with a view to increasing access and driving participation. ◀ Share good practice between indoor bowls clubs. ◀ Share workforce good practice amongst bowls clubs. 	Long	EIBA. Active Essex, clubs and relevant local authorities.	Medium
Sailing and water sports Enhance	Support the growth of water sports in the area.	<ul style="list-style-type: none"> ◀ Engage with the NGB to consider whether it has the potential to drive cross border increases in participation. ◀ Consider cross border working with regard to removing silt from rivers. ◀ Work with clubs to develop a pathway for introducing new members to the different sailing activities. 	Medium	RYA , Active Essex, Environment Agency	Medium

SOUTH ESSEX INDOOR BUILT FACILITIES DRAFT OVERARCHING STRATEGY AND ACTION PLAN

Strategic objective	Recommendation	Action	Timescale	Responsibility	Importance
Planning Protect, Enhance, and Provide	To recognise the importance of this study and ensure recommendations are acted upon.	<ul style="list-style-type: none"> ◀ To adopt the recommendations in this Study and ensure that they are encapsulated in planning policy documents (Local Plans) and taken into account by ASELA as it moves forward with its 2050 plan. ◀ ASELA to develop cross boundary priorities to assist local authorities to identify developments that could be funded through developer contributions, CIL and other sources of funding. 	Medium	ASELA and relevant local authorities	High
Monitor and review	Keeping the Facilities Strategy relevant and up to date.	<ul style="list-style-type: none"> ◀ Complete a light touch review of the study annually. ◀ Undertake a complete review within 5 years of its implementation. 	Medium	Local authorities reporting back to ASELA	High

Appendix E

Local Football Facility Plan for Brentwood

(to follow)

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4 December 2018

Community Health and Housing Committee

Play Area Strategy

Report of: *Kim Anderson, Partnership, Leisure and Funding Manager*

Wards Affected: *All Wards*

This report is: *Public report*

1. Executive Summary

The Council's Leisure Strategy was agreed by Members at the Community Health and Housing Committee and Policy Projects and Resources Committee. One of the workstreams that sits under the Leisure Strategy is the play areas. The report before Members tonight is the Council's five-year Play Area Strategy which sets out the clear strategic vision for the future of the Council's play areas.

2. Recommendations

- 2.1 That Members agree to the Play Area Strategy and associated guidelines within as attached in Appendix A of this report and;**
- 2.2 That the Play Strategy is referred to Policy, Projects and Resources Committee as part of the phased budget requirements; and**
- 2.3 That subject to budget approval officers look at a compliant procurement exercise and that this process is brought back to the Community Health and Housing Committee.**

3. Introduction and Background

- 3.1.** The Play Area Strategy is one of the six workstreams which sit under the Council's overarching Leisure Strategy 2018-2028 which was agreed by Members at the 11 September 2018 Community Health and Housing Committee, and also at the 18 September 2018 Policy Projects and Resources Committee. The vision for the Council is that strategically the Council needs to ensure that its leisure facilities will be of high quality, be sustainable in the future and that they broaden the impact on improving community health.
- 3.2.** The Borough of Brentwood has a total of 38 Play areas. 12 are managed directly by the Council's Parks and Open Spaces department, 15 are

managed by the Council's Housing Department and 11 are managed directly by the Parish Council's.

- 3.3.** 4Global undertook a Value for Money options analysis of the Council's Leisure facilities in 2016 which included the Council's Play Areas. This examined the current provision, associated budget to maintain and improve and future requirements.
- 3.4.** Sport England recognizes the importance that physical activity has on the health and wellbeing of children and young people, so the Council's play areas are a key component in delivering their objective.
- 3.5.** An on-line and face to face consultation took place over the summer 2018 to help inform the development of play area strategy. This asked a number of questions about type of equipment and how residents/visitors get to the play areas.
- 3.6.** Officers have also undertaken an audit of the play areas that are managed by the Council's Parks and Open Space department and the Council's Housing Department, which has also informed the Play Area Strategy. This also looked at the estimated walking time to access the play areas.
- 3.7.** The Council has recently opened Warley Play Area in July 2018 which is a Plan Inclusive Play Area (PiPA) accredited play area.
- 3.8.** The Play Area Strategy has also been informed by the Fields in Trust Policy Framework which sets out the desired requirement of play areas based on population figures and the PiPA guidance which helps local authorities, landscape architects, planners and families with disabled children to create inclusive outdoor play areas.
- 3.9.** The Neighbourhood Planning Policy Framework identifies sport and activity as a fundamental part of the planning and delivery of sustainable communities. The planning objectives also look at the protecting existing facilities, enhancing the quality, accessibility and management of existing facilities and providing new facilities to meet demand. Therefore, the Council also needs to ensure that the current provision is sufficient, but also that the future requirements are aligned to any new housing growth in the borough. The nature of play is also changing, so the Council also needs to ensure that it can be part of an inter-generational space. Play needs to be challenging and risky physically at a child's own level of development, but also needs to support sensory play.

3.10. Play also needs to be safe, so the Council also need to ensure that it not only conforms to current British and European safety standards, but that they are regularly inspected, and any faults reported quickly.

4. Issues, Options and Analysis of Options

4.1. The Leisure Strategy is one of the key strategies as set out in the Vision for Brentwood 2016-19 document. To deliver a successful Leisure Strategy, Members and Officers need to have a complete picture of the cost of the current provision, how it measures in value for money terms, the future options available to them, together with any risk profiles associated with its leisure facilities.

4.2. The 5year Play Area Strategy focusses on those play areas that are managed directly by the Council's Parks and Open Spaces department. The Housing sites remain the responsibility of Housing and these are not available for the general public to use.

4.3. The public were consulted from July to September 2018 via an on-line form and face to face consultation. The Council received responses from 146 people of which 110 were residents. They were asked the following questions:

- a) What's your favourite play area in Brentwood?
- b) Why is it your favourite play area?
- c) How often do you visit your favourite play area?
- d) How do you get there?
- e) What are the age ranges of the children that use the play area?
- f) What type of equipment do you prefer?
- g) Which other play areas do you visit in Brentwood?
- h) If you visit any other play areas in Brentwood, how often do you visit?
- i) How do you get there?
- j) Do you have any other comments?

4.4. King George's Playing Fields came out as the favourite play area with Warley Playing Fields and Bishops Hall coming third. In response to the question of why it was a favourite park the highest response was the mix of equipment to suit a variety of ages, followed by play area with green open space and it's the nearest to where I live. Most people travel monthly, followed by weekly. Most travel by car closely followed by walking to get to the play area. The age range of children was 0-5, followed by 6-11 years of age. The type of equipment was evenly split between swings, slides and climbing. The top three of other play areas visited was King George's,

Warley and Bishops Hall. Again, the frequency of visit was the same with the majority being weekly and the people travelling by car.

- 4.5.** Other comments included the general variety of equipment, ancillary facilities, the need to provide more inclusive play for children and young people with special needs. A full summary of the responses to the consultation is attached in Appendix B.
- 4.6.** The Fields in Trust framework guidance sets out the proposed quantity of play that is required based on population figures and how close these need to be to population centres. It should be noted that if applying these benchmarks, that local features and obstacles to pedestrian and cycle movement should be taken into account. Play areas are classified as follows:
- a) Local Areas for Play (LAPs) and informal play; aimed at very young children –
 - b) Local Equipped Areas for Play (LEAPs) and informal recreation; aimed at children who can go out to play independently; and
 - c) Neighbourhood Equipped Areas for Play (NEAPs) and informal recreation, and provision for children and young people.

These can be complemented by other facilities including Multi Use Games Areas (MUGAs) and skateboard parks. As part of an intergenerational space then outdoor gyms can also be included.

- 4.7.** It is recommended that the Council uses this framework to build on the current provision and also to inform the requirements for future provision.
- 4.8.** Plan Inclusive Play Area (PiPA) sets out the guidance for inclusive design to consider more than just access into a space as providing play activities that engage all is vital. The PiPA assessment tool not only helps the Council to design play areas but also to assess existing play areas. Their assessment tool helps the Council to understand a wide range of disabilities without being an expert, so that the public are offered the best inclusive provision. It is therefore recommended that the Council use the PiPA checklist to assess the current provision that will inform future improvements and ensure that all play areas will become community PiPA accredited.
- 4.9.** It is also recommended that the Council work with specialist organisations who support the children and young people with special needs such as SNAP (Special Needs and Parents) and BOSP (Brighter Opportunities through Supported Play) to assist in the design and improvement of the

Council's play areas. Relevant ward members will also be invited to assist in this process for play areas.

- 4.10. Once future growth has been identified then leisure facilities including play areas are factored into the development to support the needs of the local population. It is also recommended that either developer contribution (S106 monies) or Community Infrastructure Levy (CIL) is sought to contribute towards play areas when required.
- 4.11. It is recommended that a robust regime is continued to ensure that equipment is installed, inspected and maintained in accordance with British and European standards; and if any equipment is non-compliant to those standards then it should be audited and approved on a risk assessment basis by a competent third party.
- 4.12. The priority play areas for strategic improvement have been identified as part of the inspection on the current provision, the age of equipment and when the play area was last refurbished. A five-year programme of capital improvement has been developed which is set out in the Play Strategy. It should be noted that this will need to be agreed as part of the annual budget setting process to inform the Council's Capital programme. If the Council has a managed capital improvement programme, then moving forward there should be a reduced demand on the Council's revenue budgets in regard to ongoing repairs and maintenance of the play areas. The Council's play areas do not generate any income as they are free to use, so future costs for any improvements need to come from Council budgets or from identified external funding or developer contribution.

5.0 Reasons for Recommendation

- 5.1 As part of the Council's due diligence in delivering a successful Leisure Strategy, Members and officers need to have a complete picture of the current associated costs, risk profiles of the Borough's Leisure facilities and identify opportunities for income generation.
- 5.2 Comments received from Sport England as part of the Local Development Plan consultation, stated that a Leisure Strategy is required that assesses Council owned sports and leisure facilities in order that the Council can continue to work with partners to ensure that appropriate provision is made for the residents of Brentwood. The strategy should not only consider how the Council can provide services, but also how other partners can. The

strategy should also use current sports facility evidence to identify strategic priorities to then inform what will be included in the Council’s Infrastructure Delivery Plan. Following this feasibility work, the Council will then be able to determine which projects will be funded by the Community Infrastructure Levy (CIL) and those funded by planning obligations.

5. References to Council Priorities

The Play Area Strategy is a workstream of the overarching Leisure Strategy which sits in two main strands of the Vision for Brentwood 2016-19: Environment and Housing Management to develop a Leisure Strategy to provide strong and sustainable leisure facilities for residents and businesses; and Community and Health - to work with community and voluntary organisations to develop the priorities for community development. There are also strong links for the priorities of the Council’s Health and Wellbeing Strategy 2014-2017, the Local Development Plan, Active Brentwood/Essex and the Council’s Asset Management Strategy 2014/15.

6. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts, Interim Chief Finance Officer

Tel & Email: 01277 312829/jacqueline.vanmellaerts@brentwood.gov.uk

6.1 Whilst the Council’s play areas are discretionary, there is still a requirement to provide play for the community. With a planned capital improvement programme, it is estimated that to deliver the Play Strategy will cost a total of £2.2m phased over the 5 years. This projected cost is not currently funded within our Capital Programme. The financial requirement will need to be referred to Policy, Projects and Resources Committee and Ordinary Council as part of the budget setting process. The suggested costs (subject to approval) for the phased approach over the 5 years of the Strategy are shown below:

2019/20	2020/21	2021/22	2022/23	2023/24
350k	500k	825k	350k	175k

6.2 It is recommended that officers also seek developer and external funding contributions to support the implementation of the strategy which could potentially reduce the projected costs.

6.3 Procurement options such as a sole supplier should also be examined to deliver greater Value for Money.

Legal Implications

Name & Title: Paula Harvey, Corporate Governance Solicitor & Deputy Monitoring Officer

Tel & Email: 01277 312500/paula.harvey@brentwood.gov.uk

- 6.4 The recommendations set out within this report are within the Council's powers and duties. The Council has a discretionary power to provide play areas under s19 of the Local Government Miscellaneous Provisions Act 1976.
- 6.5 Effective consultation on the future of Brentwood's play areas has been carried from July to September 2018 out. There is no express duty to consult and the form and content of the consultation is therefore not prescribed. The outcome of the consultation must be conscientiously taken into account as part of any lawful decision-making process.
- 6.6 The planning, installation and ongoing maintenance of the Council's play areas must comply with relevant health and safety legislation and government guidance, to safeguard users and minimise legal risk for the Council.
- 6.7 Any procurement exercise must be carried out in compliance with EU directives, UK procurement regulations and the Council's Constitution.
- 6.8 An Equality Impact Assessment should be carried out to secure compliance with the Council's statutory duty under the Equality Act 2010 to eliminate unlawful discrimination and advance equality of opportunity between different groups of users.

Health & Safety implications

Name & Title: David Wellings, Health & Safety Officer

Tel & email: 01277 312500 david.wellings@brentwood.gov.uk .

- 6.9 The Health and Safety implications are implicit in section 3.10 of this report and the References to Council Priorities. These identify the importance of safety in play, as well as enabling and encouraging children's' health and wellbeing. It includes the Council's strategy to enable legal compliance with statutory responsibilities for using the Council's play areas. The recommendations of the report also strongly advocate the budget approval to ensure timely investment and improvement in play areas and maintenance of them, to reduce the Council's risk exposure and liability from civil claims and criminal prosecution, from ageing play equipment.

7. Background documents

- Fields in Trust-Guidance for Outdoor Sport and Play - Beyond the six-acre standard
- Plan Inclusive Play Area (PiPA)

8. Appendices to this report

Appendix A – Play Area Strategy
Appendix B – Play Area Consultation
Appendix C – PiPA checklist
Appendix D – Site Map

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BRENTWOOD BOROUGH COUNCIL Play Area Strategy

2019 - 2024



1. Forward

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The Council needs to ensure that it has a clear strategic vision for the future of its play areas, so that resources are applied effectively. This will ensure that children and young people enjoy high quality, safe accessible and sustainable play areas that maintain and improve the quality of their lives. The five-year Play Area Strategy sits

under the Council's overarching Leisure Strategy as a separate workstream.

There will be some challenges facing Brentwood in respect of its play areas. It will require significant capital investment to ensure that the play areas are inclusive and exciting for all users; that they are easily accessible for all users; that they comply with more robust health and safety requirements; and that the equipment can be used to increase physical activity in our young people.

The Council also recognises that together with the existing provision of play areas there will be a need for additional play areas that will need to be developed alongside any housing growth in the Borough.

The Council will also work with partner organisations in the design and development of the play areas so that they offer a wide variety of inclusive equipment that supports the needs of all children and young people.



Cllr Louise McKinlay, Leader of Brentwood Borough Council

2. The Strategy

The Government and Sport England recognise the importance that physical activity has on the health and wellbeing of children and young people. This Play Area Strategy is one of the six workstreams which sits under the Council's overarching Leisure Strategy 2018-28 which was agreed by members in September 2018. The vision for the Council is that strategically the Council needs to ensure that its leisure facilities will be of high quality, sustainable in the future, and that they broaden their impact on improving community health.

The Borough of Brentwood has 38 play areas, and these are managed and maintained in the following way. **15** of these are on Council housing estates and managed directly by the Council's Housing Department, **12** managed directly by Brentwood Borough Council in the Parks and Open Space department and **11** are managed directly by the Parish Councils.

This Strategy will ensure that all residents will have good access to high-quality play areas, in key locations across the Borough. Some costs for some recent improvements have been met by developer contribution (S106), and it is assumed with any future developments in the Borough that there will be some developer contribution (S106 or CIL). The Council will also identify any other external funding opportunities that can support future play area development. The Council will also need to look at where there will be new housing growth within the Borough to ensure that adequate play facilities are considered as part of the planning.

As the nature of play is changing, the Council will need to ensure that it is inclusive and that it can be part of an inter-generational space. It is also key that children and young people and relevant partners are involved in the development of these facilities to ensure that they provide exciting play opportunities.

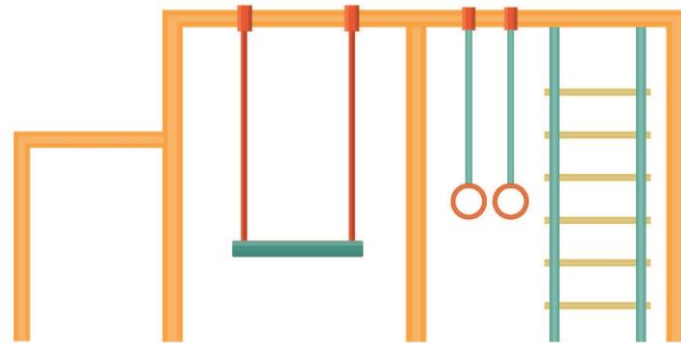
In order to achieve that the Council will need to identify the future improvement and development requirements for play areas and ensure that it has a portfolio of well-designed, well-planned high-quality equipment, and that it is fit for current and future needs and demands.

As part of the Council's capital strategy/programme being developed across the Council, the Strategy will identify the future investment requirements.



3. What we need to achieve

The Council needs to ensure that it provides strategic sites across the Borough which provide a broad range of play opportunities that suit the needs of all children and young people. This means that they are inclusive for those with physical or sensory impairment and it also that these play areas are easily accessible, have good signage in place and that they provide imaginative, individual and social play. Play areas also need to provide areas for rest and re-charging and that residents and visitors know where they are located. To ensure that the equipment supports physical and sensory impairment the Council will work with relevant partner organisations that provide expertise on design and equipment.



4. Local and national context

The Council has looked at the key priorities from a local and national context in relation to play areas.

One of the [Sport England](#) priorities is to tackle inactivity and investing more in children and young people from the age of 5, which the Strategy can support with improved play areas offering a wide range of equipment.

[National Planning Policy Framework](#) identifies sport and activity as a fundamental part of the planning and delivery of sustainable communities. The planning objectives also look at the protecting existing facilities, enhancing the quality, accessibility and management of existing facilities and providing new facilities to meet demand.

The Council agreed the [Leisure Strategy 2018-2028](#) which sets out the Council's vision to provide sustainable leisure facilities for residents and visitors.

To determine the priorities for the Play Strategy, the Council has considered the relevant advice and guidance of the [Fields in Trust Policy Framework](#) and [Plan Inclusive Play Area \(PiPA\)](#), which has been created to help local authorities, landscape architects, planners as well as families with disabled children to create inclusive outdoor play areas as well as assessing installed play areas.

One of the [Brentwood's Health and Wellbeing Board](#) key priority areas is tackling obesity and improving physical health. The play areas in conjunction with the installation of outdoor gyms can encourage residents to be more physically active.

5.The Fields in Trust Framework

The framework sets out the required provision of outdoor sport, play and informal open space to ensure that it is:

- Of sufficient size to enable effective use
- Located in an accessible location and in close proximity to dwellings
- Of a quality to maintain longevity and to encourage its continued use.
- The provision of Equipped or Designated Play Spaces is as follows:
 - Local Areas for Play (**LAPs**) and informal play; aimed at very young children
 - Locally Equipped Areas of Play (**LEAPs**) and informal recreation; aimed at children who can go out to play independently; and
 - Neighbourhood Equipped Areas for Play (**NEAPs**) and informal recreation, and provision for children and young people

These can be complemented by other facilities including Multi Use Games Areas (MUGAs) and skateboard parks etc.

Fields in Trust provides guidance for open space and equipped play areas. These are subject to local circumstances and planning consideration.

Table 1: Quantity requirements per 1,000 population, the indicative walking distances and the quality guideline.

Open Space typology	Quantity Guideline	Walking Guideline	Quality Guideline
Playing Pitches	1.20	1,200m (15 min. walk)	<ul style="list-style-type: none"> • Quality appropriate to the intended level of performance, designed to appropriate technical standards • Located where they are of most value to the community to be served • Sufficiently diverse recreational use for the whole community • Appropriately landscaped • Maintained safely and to the highest possible condition with available finance • Positively managed taking account of the need to repair and replacement over time as necessary • Provision of ancillary facilities and equipment • Provision of footpaths • Designed so as to be free of the fear of harm or crime
All outdoor sports	1.60	1,200m (15min. walk)	
Equipped/ designated play areas	0.25	LAPs - 100m (1-2min. walk) LEAPs- 400m (5 min. walk) NEAPS - 1,000m (10-15 min. walk)	
Other outdoor provision (MUGAs and skateboard parks)	0.30	700m (10 min. walk)	

Table 2 - General design principles for children's play areas

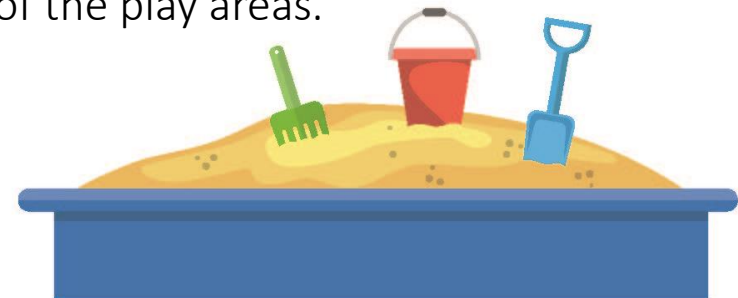
Children's Play Council's Quality Assessment Tool	
Appropriate to the needs of the local community	Visible from nearby dwellings or well used pedestrian routes
Accessible for every child within the appropriate walking time for LAP, LEAP and NEAP	Accessible by footpaths with a firm surface
Sited in open, welcoming locations	Surfaced in a manner fitting the intensity of use
Separated from areas of major vehicle movements and accessible directly from pedestrian routes	Provided with seating for accompanying adults, carers and siblings
Sited on land of natural topography or on land capable of being landscaped for the type of play experiences intended	Designed to provide a stimulating and challenging play experience that may include equipment and other features providing opportunities for balancing, rocking, climbing, overhead activity, sliding swinging, jumping, crawling, rotating, imaginative play, social play, play with natural materials such as sand and water, ball games, wheeled areas of other activities
Designed in accordance with the requirements of the Disability Discrimination Act, 1995 *	Designed, manufactured, installed and maintained in accordance with European Standards EN1176 and EN1177 in respect of any play equipment provided; if any equipment is non-compliant to those standards then it should be audited and approved on a risk assessment basis by a competent third party.
Designed so that any high climbing structures are as far away as possible for nearby dwellings and any potential visual intrusion is minimised	All equipped play areas should be subject to an independent post-installation inspection
Integrated , as far as possible, with other open spaces and areas of amenity planting, to provide separation from nearby dwellings	Accessible without having to cross main roads, railways or waterways

6. Plan Inclusive Play Area (PiPA)

PiPA sets out guidance for inclusive design to consider more than just access into a space as providing play activities that engage all is vital. The PiPA assessment tool not only helps the Council to design play areas but also to assess existing play areas. The assessment tool helps Councils to understand a wide range of disabilities without being an expert, so that the public are offered the best inclusive provision.

Some children find it easier to engage with play areas more than others. Consider a wheelchair user when faced with a traditional play park – or think about how a busy, brightly coloured and noisy space must feel for a child with Autism.

The Council will try to apply the PiPA community standards across all of the play areas.



PiPA provide some tips when designing inclusive play areas such as:

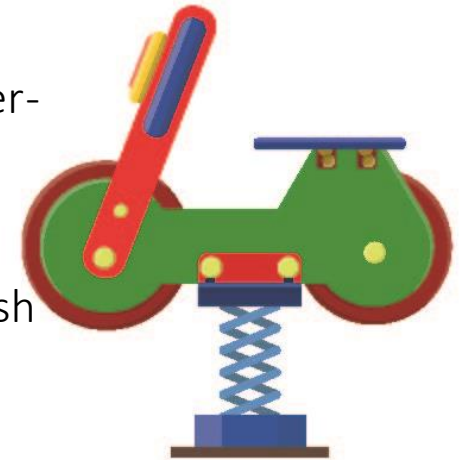
- Clear route through the playground. Ideally there should be 2 or more routes so there is interest in moving around the space.
- A variety of accessible high points, these can be landscaped mounds, decks and climbing units.
- Incorporating sensory play, this is the most accessible type of play for everyone and is often ignored in play space design. Think about offering visual, sound and tactile opportunities.
- Ensure at least one of your moving items is highly accessible, the most accessible and inclusive item available on the market is a ground flush roundabout
- Locating dynamic pieces in easy reach of entrance points and access routes.
- Where children may not be able to access a challenging climbing unit, ensure they can get close, ideally with a route that allows them to be in the heart of the action if they so choose.
- For a site to be truly inclusive it still needs to provide challenge to those children who require it!
- Water and Sand offer the most fantastic play experiences, where possible use! A hardstanding access point to a sand space increases inclusion
- Sensory experiences are vital. Children love sound, touch, smell and visual stimulation.
- Some quiet areas that have gentle sensory experiences benefit young children or children who need time out away from high tempo action

6. How we have identified the priorities

The Council's Play Areas were identified as one of the workstreams of the Council's Leisure Strategy 2018-28. This looked at the current provision across the borough but also looked at the future requirements, aligned to any new housing growth in the Borough.

The Fields in Trust guidance sets out the quantity of equipped/designated play required per 1,000 Population. The Council has also looked at the Plan Inclusive Play Area (PiPA) which provides a useful checklist so that Local Authorities can ensure that their play areas are as inclusive as possible. The checklist is in the appendices at the back of the strategy. The Council has also consulted with the public, organisations that work with children with special needs and carers to ensure that their needs are considered and that any play areas are as inclusive as possible.

The nature of play is also changing, so the Council also needs to ensure that it can be part of an inter-generational space. Play also needs to be challenging and risky physically at a child's own level of development, but also needs to support sensory play. Play also needs to be safe, so the Council needs to ensure that all equipment is regularly inspected to ensure that it conforms to current British and European safety standards.



7. Our priorities

The key priority for the Council's play areas is to ensure that they are accessible to all, provide high quality imaginative, individual and social play for the community. In order to achieve this we will:

- Prioritise strategic capital spending on play area improvement
- Secure developer contribution (S106) or Community Infrastructure Levy (CIL) whenever possible
- Continuation of a robust inspection regime to ensure health and safety of the play areas is paramount
- Collaboration on the design of play with the relevant ward members and local communities
- Promotion of play areas to both residents and visitors
- All play areas are assessed using the PiPA checklist and that these are used when improving play areas facilities to ensure they are as inclusive as possible
- Where possible introduce outdoor gyms to be adjacent to play areas

The priority capital improvement programme has been developed from audits of the play areas, the age of the equipment and when the play area was last refurbished

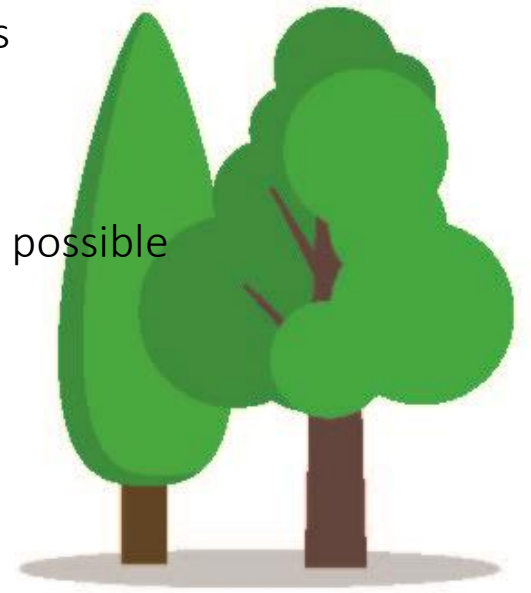


Table 3 – Priority capital investment programme

Year	Site	Area of improvement
2018-19	Warley	Whole Play area (complete)
	Warley	Outdoor gym
	Courage's Playing Fields, Shenfield	Toddler play area
2019-20	River Road	Whole Play area
	Bishops Hall Park	New Slide
	King George's Playing Fields	Phase 1 - Toddler
2020-21	Courage's Playing Fields	Outdoor gym
	Hutton Recreation	Whole Play area
	King George's Playing Fields	Phase 2 - Junior
	King George's Playing Fields	Outdoor gym
	King George's Play Area	Phase 3 - Senior
2021-22	North Road	Whole Play Area
	North Road	Outdoor gym
	King George's Play Area	Phase 3 - Senior
2022-23	Crescent Road development of new play area site	Whole Play Area
	Ingrave Johnson	Whole Play Area
2023-24	Bishops Hall park	Infant and Junior play areas

8. Resources

Fields in Trust - Guidance for Outdoor Sport and Play – Beyond the six-acre standard <http://www.fieldsintrust.org/Upload/file/guidance/Guidance-for-Outdoor-Sport-and-Play-England-Apr18.pdf>

Plan Inclusive Play (PiPA) - <http://www.inclusiveplay.com/wp-content/uploads/2018/03/Why-Partner-with-Inclusive-Play.pdf>

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Summary of responses from play area consultation

87 People completed the online survey and 59 people completed the paper version at our Family Fun Days.

Q1. Where do you live?

110 people out of 146 people were Brentwood residents, with 36 people from out of the area.

Q2. What's your favourite play area in Brentwood?

King George's Playing Fields	74
Warley Playing Fields	17
Bishop's Hall	11
South Weald	7
Courage Playing fields	5
Mountnessing	4
River Road	4
Doddinghurst	3
Hartswood	3
Weald Park	3
Kelvedon Hatch	2
Shenfield St Marys	1
Wash Road	1
West Horndon	1
Fairfield, Ingatestone	1
Hutton Recreation Ground	1
Margaretting	1
North Road	1
None	9

Q3. Why is it your favourite play area?

Additional facilities such as toilets, parking and refreshments	51
Easy to park	56
Play area together with green open space	86
It is nearest to where I live	79
The mix of play equipment to suit a variety of age ranges	96
Other	11
<ul style="list-style-type: none"> • Safe • Forest walk in • Beautiful and clean • Refreshments, improvement • Skate park • It HAD a splash park 	

<ul style="list-style-type: none"> • Doddinghurst, 1-8 not much for older, Only parking for 3, cars, Yes because of Village Hall. • Golf course • Can also walk the dog (Warley) • Ball court (Warley) • Play area is secure for little children under 5, well fenced in and not too big, so you can see them wherever they are even when busy. (Bishops Hall) • disabled equipment and good normal play equipment (Courage's) • Brand new site and another smaller toddler play area across the road too (Warley) • Near my children's school (Doddinghurst) • I can see both my children even when they go in different directions from most spots in the park (Warley) • Not too busy and so better for our disabled son (Kelvedon Hatch) • seems safest park local to me (Mountnessing) • Safe for small children (i.e. no big drops or huge 'nets' to climb for small children or those children who aren't as aware of safety. It's also well contained do easier than most to keep an eye on two small children. (Bishops Hall) 	
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Q4. How often do you visit your favourite play area?

Daily	7
Weekly	44
Monthly	77
Or less frequently	15
None	6

Q5. How do you get there?

Car	86
Walk	79
Cycle	4
Bus	5
None	4

Q6. What are the age ranges of the children that use the play area(s)?

0-5	117
6-11	70
12-16	22
17+	1

Q7. What type of equipment do you prefer?

Swings	61
Slides	61
Climbing	67
Interactive	5

Q8. Which other play areas do you visit in Brentwood?

Bishops Hall	32
Clements	2
Doddinghurst	24
Blackmore	6
North Road	4
Warley	35
Courage's	17
King George's	81
Coronation	5
Capon	4
Hutton Rec	13
Hutton Polo	5
Maple	1
Kelvedon Hatch	16
North Road	2
West Horndon	8
Clements	4
Railway Square	5
Masefield court	2
Gibraltar House	5
Cromwell	6
Mountney close	1
River Road	4
Elizabeth House	1
Tollesbury Court	1
Ingrave Johnson	5
Navestock	3
Seymour Field	1
Fairfield	2

Q9. If you visit any other play areas in Brentwood, how often do you visit?

Daily	0
Weekly	49
Monthly	47
Or less frequently	15

Q10. How do you get there?

Car	80
Walk	57
Cycle	5
Bus	6

Q11. Any other comments?

- The area opposite Merrymeade House would be perfect for a play area. 6 schools on Sawyers Hall Lane, no nearby play areas. King George's would be prime spot for a splash park.
- More toilets/ changing facilities that are clean
- Picnic areas/benches
- The toilets at King George's could do with some attention
- use the one behind Sainsburys a lot but the facilities aren't good.
- the parks are generally brilliant, our kids love them!
- Kelvedon Hatch and King Georges need refurbishing. The parks are out of date or a lot of stuff is broke.
- I visit Hutton recreation ground only because it is close. It has very limited equipment and being on grass it is too muddy to visit from autumn to spring. I recently visited a park in Hullbridge with ship climbing frame/slide an additional climbing frame / slide, swings, baby swings, witches' hat seesaw, bucket swing, accessible round about and more. It also has toilets and plenty of picnic benches. If my nearest park was like that one, we would be regular visitors.
- A splash park to replace the pools in King George's would be ideal. This may already be happening I'm not sure what the plan is, but fingers crossed.
- Please ensure the grounds are even for little ones running around (my son has tripped on uneven ground in play areas) and equipment is safe for little children and those with less awareness of safety i.e. not too high or too difficult to climb.
- This park is becoming increasingly unsafe. There are very frequent reports on the local group sites about children/young adults threatening and intimidating younger children and or mums! I myself witnessed intimidating behaviour with my little boy who is autistic by 5/6 older boys who were spitting and throwing crisps down the slide and swearing at passers-by. Very sad as our village park which is used by so many school children and preschool age children is becoming unsafe. I never visit the park alone with my child now I prefer to drive all the way to Mountnessing which is very sad as my little boy loves Doddinghurst park especially the zip wire :- (please consider cctv and or patrols. Thank you.
- Didn't know Clements had a play area!
- All the play area should have CCTV as there are lots of teenagers who use the facilities without showing any respect. Often kids must wait for the big one to move from the swings or slides or whatever else. And the big ones break them, make a mess, eat, smoke there. This should not be allowed. I understand that they have their rights, but they are uneducated and use the facility in an improper way.

- The equipment is very old and tired and needs replacing, we don't have any other parks nearby, please can you replace the equipment.
- Brentwood has some lovely play areas but are sadly not maintained. In an age of encouraging children to play outdoors to reduce medical interventions these should be looked after.
- Also visit South Wield and Thorndon Country Parks on a regular basis. Some equipment suitable for disabled children also would be good.
- I'd love to be able to walk to my local park but there are no pavements and it's too dangerous. We need something for children with special needs - there is nothing in Brentwood for these children.
- One or two more pieces of play equipment for toddlers and small children would be welcome. A great job has been done cutting back the trees as this has deterred youths from loitering hidden for whatever reason. One or two more benches would also make the place more family friendly and encourage picnics for families during warmer weather.
- Toilet facilities would be great in Mountnessing. So many people use the park daily, especially with the outdoor gym.
- Warley playing fields desperately needs a new car park or the thousands spent on it will be a waste. I've spoken to visitors who would come more if it weren't for the lack of parking.
- It would be great if there was a more shaded area for babies and toddlers, so they can play in the summer months. When the sun is blazing down the equipment becomes too hot. It is also difficult to feed baby's when there is no shade. It would also be good if there were more swings. It is a lovely park and the grounds are kept lovely. Thank you.
- The recent Warley playing fields are great, but the surrounding dirt is an absolute nightmare. I have a daughter with breathing issue and anytime the wind blows even just a little bit the dust blows all over the place it really does need to be sorted. I did message the council regarding it but heard no reply.
- We are very lucky to have a good choice of parks in the local area. The thing which frustrates me the most is how the parks are not maintained regularly. We moved here over two years ago - an infant roundabout at courage's playground has been out of action since before then and still awaiting repair!!??!!
- The play park lacks everything and is not very exhilarating for the children that use it and could be updated it is well used in the summer by the pupils of St. Peter's school south weald. There is a lack of seating for parents, one seat. A couple of years ago a new seat was installed only to be vandalised a short time afterwards removed by the council never to be replaced. What happened to it? The other problem we have is rubbish, out of park and in park. Do we need more bins? The gates need child proof catches installed to protect the children from running out into the road, as drivers do not heed the 20mph speed limit which is a problem in river road as the signs for 20mph are not well sited and a speed hump might be a good idea. There was a rumour of a zip wire going in which there would be concerns as to looking in to properties.
- There is a play area not mentioned or maybe it is and I've not noted the name think just off St. Peter's Road /Cromwell Road/Crescent Road cm14. This is a fantastic little space that is run down but used by all local people with kids. Some play bits are damaged and broken and it's in desperate need of investment. It's used by youth to smoke drugs though but with a revamp would be such a positive addition to local kids.
- My children are now teenagers so commenting based on when my children were younger and enjoyed going to the park. It's still something I feel is very important for families.

- Weald Park
- It's a shame that people let their dogs go to the toilet and don't clear it up, and unfortunately you see people (mostly young adults) in their cars smoking drugs.
- North Road Park often has teenagers in the afternoon, and smaller children are unable to play in it. If there was a separate sitting area for teenagers, they would be less likely to sit on the play equipment and stop the smaller children from using it. The teenagers aren't being unpleasant (most of the time) they just need somewhere free that they can go.
- The toilets are awful and need to be redone and looked after better including better changing facilities.
- Equipment is always being vandalised and elder kids using areas late at night to drink/take drugs - CCTV would be a good thing to deter this and any child safety concerns.
- a splash park would be ideal.
- Toilet facilities are a long way from the playgrounds in both Warley and King George's particularly if you have a recent toilet trained toddler. Both playgrounds could benefit from more shaded areas.
- It's great to see that the council are looking to improve park facilities. It's a lovely thing to do with children and gets them out in the fresh air every day. Please do think about incorporating some shady areas or planting some large trees in the surrounding areas to the parks - during this very hot summer the parks have been very hot and there is little to no shade to shelter under mostly and have a drink or cool off/apply lotion! Also places to leave buggies and dogs would be great, outside the parks. Clear signs to show who to contact if the park needs cleaning/something is broken and needs reporting, would also be helpful. Thank you.
- Zip Wire should have been included in Q7 "what type of play equipment do you prefer". And by the way it is not what I prefer, it is my grandchildren!
- South Weald is a regular.
- It would nice to have more special needs equipment. Our disabled daughter wants to do what her friends are doing and doesn't want to be excluded. We saw a zip wire with a disabled swing chair on it which was amazing. Hyland Park has the best disabled play stuff which able bodied and disabled children can use side by side which is what most disabled children want. Teaches them so much about taking turns, sharing etc.
- Play areas like King George's are too vast and too spread out when you have more than one child, it is almost impossible to keep track of them when the park is busy. IT would be better if it were split into smaller, fenced off areas, especially the under 5s area.
- The park closest to my home (Rayleigh road) is disgusting. My oldest (7) fell playing football and landed in broken glass, upon further inspection it was littered with glass, broken vodka bottle necks and silver canisters of some sort! The play area is the same, glass down the slide, broken swings and an electrical game that has not worked for years.
- I visit the Bishops Hall Park more frequent than my local park as the area for younger children is far more suitable than my local park King George's. It is very helpful that the younger age group park at Bishops Hall Park is gated/fenced.
- Wash road play area needs updating. Such a shame the splash pools have gone from King George's.
- River road play area is a disgrace. Old, broken equipment, uneven surface (impossible to teach a child to ride a bike) one bench and most items need an adult to push, pull so little independent activities,
- North Road playground needs improvement.

- The cost of parking seems very expensive. I often go to Thorndon or South weald for a run or park run and only stay for half an hour and it is over £2. It doesn't encourage you to take your kids. We often go to parks in other boroughs that have better facilities and are free to park such as Hainault forest.
- Please retain the parks for public use. Public tennis courts/basketball courts/5 a side football pitches would be welcome to encourage kids to participate in sports.
- Need more facilities for young cyclists. Get them off roads doing wheelies and give them bike parks and pump tracks. Cheap to install and low maintenance whilst being great for health and fitness.
- The play area in Hutton Wash Road is lacking equipment, the electronic items don't work, it's dirty and needs investment. There aren't many play area in Hutton for that reason we tend to drive to Billericay for a more inclusive park. I think this is an utter shame. Hutton used to have a fabulous play area, what we are left with now is damaged, old and tatty. The surrounding shrubbery is over grown and full of weeds... and rodents.. I feel this is the forgotten park! Shenfield has a beautiful well-resourced park.
- My favourite play area is King George's but this lacks facilities such as a cafe and toilets that are close to the play area and up to date play facilities.
- Doddinghurst is a joke, frequent drug use by the local lads, constantly dropping litter and smashing glass bottles. A bigger police presence is needed.
- Play facilities in Brentwood are pitiful compared to other councils. Brentwood needs to seriously review their leisure facilities. A lot of council tax but what do we get?
- Also Weald Park and Thorndon.
- Parking is a big thing to new mothers and should not be lessened anymore!
- Outside gyms would also be a great addition to some of these.
- King George's needs age appropriate football goals 6-11 11-16 and pitches.
- The play area in north road is pretty dirty, unkempt (up turned Sainsburys trolleys), often older kids hanging around in there.
- I would like to see the River Road area have a place where you can allow dogs to run as there is no green space for dogs locally.
- A lot of the parks in Brentwood are very run down. King George's is our closest but isn't practical any more with my toddler.
- St peters park is in a sorry state. Dogs are regularly walked thru park. Sad its allowed. Dog poo is regularly discovered on the grass area. Equipment is in sorry state. Horse has been caged off for over a year. Sad there is no equipment for older children like a climbing frame and slide. As this is the nearest park to where I live. Park equipment is dated and looks in need of some tlc. Could be a nice park.
- Should be more money invested in open spaces and sports pitches for kids.
- My children have special needs and are unable to use most parks as there isn't anything for disabled children.

Facebook comments from Council's Facebook page.

“Give the kids as much play area as you possibly can”

“Hutton Recreational park – We use this one quite a bit but needs a clean (the climbing frame bit) and the red button thing need fixing.

“Something water based is required that children can play in”

“I quite like them being play areas if I'm honest?!”

“Wash Road in Hutton needs extra funding”

“Inclusive play areas”

“Wash road needs a huge overhaul. Run down & so much space that it could have an amazing play area”

“cycling and play areas with grandchildren”

Plan Inclusive Play Area (PiPA) Checklist

If all criteria are met within the assessment, the play area will be eligible for PiPA status, and added to the online PiPA Map complete with address, photos and visitor comments

1. Plan to Go

- a. Are there accessible routes by:
 1. Foot
 2. Car
 3. Public transport
- b. Is there information about the play space, including information about the play opportunities, the postcode and directions, available?
 1. Is information available on line?
 2. Are photos and comments available?
 3. Information available by phone?
 4. Other
- c. Are there parking spaces next to or close by (less than 250m)?
- d. Are there allocated accessible parking spaces available? If yes how many?
- e. Are walking routes to play space accessible with
 1. Smooth surfaces
 2. Wide paths (min 1.2m wide)
 3. Gentle slopes (1:12 slope max)
 4. Safe crossing points with dropped kerbs
- f. Is there a café/restaurant with accessible toilets located less than 500m from the play space? Or is it within a community which is practical for families to get back home? Please detail which and where the nearest refreshments can be found. (this can be a local supermarket or high street area)

Destination Parks Only

- g. Are there accessible toilets on site and less than 500m away from the play space:
 1. Are there on-site changing facilities? If not how close are the nearest
 2. For babies and small children
 3. MENCAP Changing Places for children and adults

2. Plan to Access

Playground signage

- a. Is text kept to a minimum and easy to read with Braille, symbols/pictorial images as well as text?

- b. Is signage located at wheelchair or child friendly height – i.e. 1m from ground
- c. For larger sites is there a map that shows users how to move around the space and where all items are located? Is it multisensory?
- d. Does it give contact information for maintenance of the play area?
- e. Is there a firm surface within the play space to ensure ease of movement around the entire space and equipment? Or at a minimum a 1.2m wide access pathway.

Use a variety of pathway textures – add to the sensory experience for all visitors

- f. Can all wheelchair accessible items, or items easily accessed by children who are physically disabled, designed into the area with a clear, solid accessible pathway to them?
- g. Safety considerations to include:
 1. Changes in slopes are clearly identified (e.g. via colour or textural variations)
 2. Is there full 360 degrees surveillance at all points in play space?
 3. Is there any fencing or other type of barrier to restrict children from running off?
 4. Are plants child safe – no thorny plants nontoxic, nothing sharp

3. Plan to Play

Sensory Play

- a. Can at least 3 of the senses be engaged and are fully accessible from the seated and standing position? Indicate which of the following and how this is provided:
 1. Sight/visual: Textures and shapes, reflected light, strong colour/contrast, pattern
 2. Sound: Movement and/or switch activated – by using large and small motor movements. This could be individual or cooperative activities like playing with water, sound makers/instruments or electronically activated sound.
 3. Scent: Planting
 4. Tactile: Carvings, range of materials, sand, water, loose parts, range of surface textures and materials
 5. Movement and balance: Exploring balance, coordination, strength, spatial awareness and dynamic movement

Imaginative, Individual and Social Play

This will take place anywhere children play, but opportunities should also be encouraged/stimulated in other ways too.

- b. Are there opportunities for children to play with natural materials? This can be in the form of planted areas, availability of natural materials like leaves and twigs, logs and boulders and accessible places to play around naturally planted areas e.g. trees and bushes
- c. Is there open space for children to play imaginative games together (i.e. space without equipment for playground games or music and drama?)
- d. Does the play space offer play opportunities for the whole family of all ages? Does this include individual and cooperative activities?
- e. Are there private spaces to play and hide, for quiet play within the play space and near entrance points? (This is to allow child to build confidence to enter the play space in their own time, and/or remove themselves if needed). E.g. Hidey Holes, tunnels, small nooks or cosy spaces, other built structures, “rooms” defined by living walls
- f. Is there quiet/down time space for peaceful play opportunities, alone or in groups?

Physical Play

- g. **Groups/co-operative play opportunities:** Is there space for all group games, sports activities that can be accessed by all?
- h. **Fine motor play opportunities at a variety of heights:** small scale play opportunities for individual play and turn taking, cause of effect, dexterity and co-ordination? E.g. using water and sand, twisting/turning games
- i. **Gross motor play opportunities:** landscaping and equipment for children to use in their own way using their upper body, lower body, developing their agility, co-ordination, and, dexterity by sliding, swinging, climbing, running, spinning etc.
- j. **Opportunity for challenge and risk:** Where a child can experience challenge and risk at their own level of development – e.g. through large accessible play equipment or landscaping with opportunity to experience dynamic movement and height with elevated points (minimum 500mm off the ground) for **ALL children to access**?
- k. **IS there challenging equipment for children who require physical and active play** e.g. large climbing structures, space nets etc.

4. Plan for Rest and Recharging

Seating

- a. Is it adjacent to play equipment?

- b. Do some seats have arm and back rests?
- c. Can visitors using mobility devices, including wheelchairs sit between other people without blocking a path or feeling like an after-thought
- d. Is there seating located about every 20 metres (for destination park) along a pathway or are there universal seating areas?

Tables

- e. Can children and adults using mobility devices, including wheelchairs use tables provided – i.e. are the tables high enough for people’s legs to go under the table?

Shade/Sun balance

- f. Are there any shaded areas e.g. provided by canopies, sails, trees or other type of shade structures?
- g. Are there items of play equipment in shaded areas?

5. Plan for engagement!

- a. Is there a dedicated website or webpage for the play space?
- b. Is the website accessible with audio access?
- c. Is the webpage easy to navigate?
- d. What are the means for visitors to feedback on any concerns about the play areas? (Maintenance, litter broken items) How do you allow feedback and is it clear on signage and other literature?
- e. Can visitors let other know about the play space, how they accessed it, what they thought of it and their rating?
 - i. Via social media or
 - ii. Website
 - iii. Can local businesses like restaurants advertise their facilities (if accessible) on the website so families know that nearby refreshments are available?

4 December 2018

Community, Health and Housing Committee

Event Plan 2019/20

Report of: *Kim Anderson, Partnership, Leisure and Funding Manager*

Wards Affected: *All Wards*

This report is: *Public report*

1. Executive Summary

- 1.1.** Currently the Council's organises Family Fun Days, Strawberry Fair, Lighting Up Brentwood and Shenfield Christmas Fayre. The planned events programme for 2019/20 is before Members today in Appendix A, which will be subject to Members agreement and also subject to the annual budget setting process.

2. Recommendation

- 2.1** **That Members agree to the Event Plan for 2019/20 as set out in Appendix A, subject to the annual budget setting process.**

3. Introduction and Background

- 3.1.** The Council's Community Events programme currently support a number of strands in the Corporate Plan, especially Localism and supporting local businesses. It is also an opportunity to support the objectives of other service areas in the Council to promote any new initiatives or campaigns.

4. Issues, Options and Analysis of Options

- 4.1.** It is proposed that the following Council organised community events set out in Appendix A, will be provided in 2019/20 subject to budgets agreed as part of the annual budget setting process.
- 4.2.** Officers are constantly reviewing and evaluating the events looking at options to alter the structure, size and delivery of them to ensure they deliver safe and enjoyable events that provide value for money for the community.

- 4.3. All of the Community events set out in the plan will be submitted to the Brentwood Safety Advisory Group for any advice and guidance where relevant.
- 4.4. The Council will also look at maximizing sponsorship and income opportunities that will support the events and therefore the current sponsorship packages are reviewed annually.
- 4.5. **Family Fun Days** –is proposed that there will be six in total, which will be held on each Friday during the school summer holidays in July and August. The target audience is families with primary school aged children. It is proposed to continue to charge for a wristband which will include use of the bouncy castles and the small children’s rides. The current charge is £3.50, and it is not proposed to increase the charge as it was increased in 2018-19. It is also proposed that the event hours remain as 10.30am – 3.30pm. A separate report on the Fees and Charges relevant to this committee is also before Members tonight.
- 4.6. The Council also provides face painters but as slots are more limited during the event it is proposed that there will be an additional charge for this as this will be on a first come first serve basis and parents can make their own choices. The Family Fun Days also include Punch and Judy plus free taster sessions from local partner agencies and sports clubs. As in previous years it is proposed that two of the Family Fun Days will be based at King George’s Playing Fields where there is already a large amount of infrastructure in place such as the large play area, skatepark and accessible parking etc. and it is in a central location for residents to easily access. It is proposed that the other four ‘on tour’ Family Fun Days around the Borough will be at Hutton, Warley, Doddinghurst and Bishops Hall. These will need to be confirmed. These will provide activities to those in more isolated or deprived areas so that they can be accessed easily. Officers took into consideration that these ‘on tour’ areas can also provide some indoor space for activities should the weather prove to be unsuitable on the day.
- 4.7. In 2018-19 a pilot scheme for a couple of pocket money stalls was introduced and this proved to be successful, so it is proposed that this will continue. The charges for these are included in the fees and charges report

4.8. Strawberry Fair - Strawberry Fair has been delivered by Brentwood Borough Council since 2009. The event remains a traditional Summer community fair and the event has grown over the last few years. There is a main performance area providing live music within a large marquee in the centre of Shenfield Common. The event also provides opportunities for the selling of traditional local arts and crafts. There are small fun fair rides, bouncy castles and a number of free children's activities. The Council prioritises local stall holders and food providers. For the last few years 'Doddinghurst Road Church' have provided the strawberries and cream for the event, with Brentwood Brewery and Brentwood Breakfast Rotary Club providing the local beer and Pimms area. The Council has recently changed the pricing structure for the stallholders to encourage sole traders and voluntary and community sector organisations to attend the event, but to increase fees for the larger catering units. This provides an income stream which offsets some of the expenditure costs. The event provides a great opportunity to local organisations and performers to promote themselves and their organisations in front of a large audience. The Council also liaises with the provider for rides and bouncy castles to ensure that their price structure continues to be family friendly.

4.4 Lighting Up Brentwood - For many years the Council has delivered a Christmas, Lighting Up event culminating in the Mayor switching on the lights. There is a dedicated working group for Lighting Up Brentwood which involves the local churches, Brentwood Rotary and the Baytree Centre. The event plan is updated annually and is submitted to the Council's Safety Advisory Group. The High Street is closed to traffic for the duration of the event. In 2018 there will be an area of activities such as small rides behind the main truck stage which is located outside of Marks and Spencer. There were a number of stalls along the length of the High Street to the junction with Crown Street, hot food and drink providers and two designated alcohol areas. The entertainment provided included live music on the main stage together with walkabout acts that interact with the crowds in and around the High Street. The planning of the event is undertaken by the Lighting Up Working Group which meets from the end of August onwards until the event date in late November. To keep the event fresh the Council introduces new walkabout acts and static activities each year. The main stage is hosted by Brentwood Baptist Church and priority is given to local groups and individuals to perform. The culmination of the event is the switch on of the festive lights by the Mayor of Brentwood at 5pm together with the winners of the Mayor Christmas Card and Poem competition. An evaluation of the event is undertaken by the Lighting Up working group plus any feedback from the public to provide

input into any future event. A full evaluation of the 2018 has not yet been completed.

4.5 Shenfield Christmas Fayre – In 2014 Brentwood Council staff organised an event in Shenfield to celebrate the switching on of the festive lights and trees. The event proved to be very successful with good input from the local trader's cluster groups providing several free activities for all the family. Evaluation of the event is undertaken by officers, the business clusters and feedback from the public to provide input into any future event. Shenfield is unique in that it has two business clusters with residential area between. While Hutton Road is closed for the 2018 event from Shenfield Station to the junction with Chelmsford Road, access is provided to residents who are escorted to and from their properties. Live music was performed from a stage outside of Shenfield Library with included local school choirs. Additional activities are positioned along Hutton Road including rides and inflatables plus a number of market stalls selling arts and crafts, gifts, food and drink. A full evaluation of this years' event has not yet been completed.

4.6 In addition to the large community events set out above, there are a number of national campaigns and activities that are supported by the Community Services Team such as World Mental Health Day, Time to Talk and the Health in the Workplace package for staff.

4.7 Active Brentwood and the Health and Wellbeing Board jointly funded the Brentwood Sports & Health Awards which took place in November. The awards were reinvigorated in 2017 and there are 8 categories: Education Champion on the Year, Coach of the Year, Unsung Hero, Community Club of the Year, Changing Lives Through Physical Activity or Sport, Services to Disability Sport, Young Sports Personality of the Year and Sports Personality of the Year. The Awards were held at Hutton Poplars Hall and the Mayor Brentwood awarded the winners in each category and was attended by over 60 attendees. The winners of the awards are automatically entered into the Active Essex Sports Awards. It is proposed that the 2019 event will be held at the beginning of November.

5. Reasons for Recommendation

The Community events programme provides a platform for all service areas across the Council to promote new initiatives, projects or as a means of consultation with the public. The Council will work with the local business clusters, community groups and voluntary sector organisations to develop the community events so that will enhance and support the local community.

6. References to Council Priorities

The Community Events programme sits under the Community and Health and the Economic Development priorities in the Corporate Plan.

7. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts, Interim Chief Finance Officer

Tel & Email 01277 312829 jacquelinevanmellaerts@brentwood.gov.uk

The financial implications are set out in the table below:

Event	Budgeted Exp 18/19	Budgeted income 18/19	Budgeted Outturn 18/19	Est Exp Outturn 18/19	Est Inc Outturn 18/19	Est Outturn 18/19
Strawberry Fair	£4,430	(£4,000)	£430	£7,000	(£4,020)	£2,980
Family Fun Days	£12,000	(£10,100)	£1,900	£12,000	(£12,150)	(£150)
Lighting Up Brentwood	£14,700	(£5,000)	£9,700	£14,550	(£5,760)	£8,790
Shenfield Christmas Fayre	£5,000	(£5,000)	-	£6,670	(6,670)	-
TOTAL	£36,130	(24,100)	£12,030	£40,220	£28,600	£11,620

Figures are based on 2018/19 income received for the events. As Brentwood High Street is a licensed street £30 of the stallholder's pitch fees will go to the Council's licensing department for the stallholder's street trading license.

The community events also attract some sponsorship income which support the events.

It should be noted that Shenfield Christmas Fayre was supported by Brentwood Business Partnership via the business clusters applying for £5,500 to support the event.

In addition to the events net budget of £12,030 which pays for the direct costs of the delivery of the events, there are other costs to the Council for the planning and administration which are covered through existing staff costs. A saving on indirect costs may not always be achievable by stopping an event.

Members also need to bear in mind that the proposed Event Plan for 2019-20 are all outdoor events and subject to the British weather. In the event of severe weather conditions events may have to be cancelled which will affect the expected income.

The increase in costs for these events will be built into the Base budget for 19/20 as well as, corresponding entries for increase in income. However, these budgets are determined by the British weather and will be monitored through the Budget monitoring process.

Legal Implications

Name & Title: Paula Harvey, Corporate Governance Solicitor and Deputy Monitoring Officer

Tel & Email: 01277 312 500 paula.harvey@brentwood.gov.uk

The recommendations set out within this report are lawful and within the Council's powers and duties. The Council has power under s1(1) of the Localism Act 2011 to do anything that individuals generally may do, provided it is not prohibited by legislation and subject to public law principles. There is no express prohibition, restriction or limitation contained in a statute against use of the power in this way. In addition, s111 of the Local Government Act 1972 gives a local authority power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.

The Council should ensure that relevant licences and agreements are in place before the event(s).

Risk Management implications – All events are evaluated and reviewed after they have been delivered. The Council also undertakes an annual review and updates the relevant Event Management Plans, Risk Assessments, Fire Risk Assessments for each of its community events.

8. Appendices

Appendix A –Proposed calendar of events for 2019/20

Report Author Contact Details:

Name: Kim Anderson

Telephone: 01277 312634

E-mail: kim.anderson@brentwood.gov.uk

Proposed Event Plan 2018-2019 subject to budget setting

Date	Event	Detail	Direct costs	Income	Income streams	Net costs / BBC Subsidy /Budget requirement	Staffing requirements	Implentation timescales	Council Priority	Expected outcomes	Communication channels
15 June 2019	Strawberry Fair	Large community Fair on Shenfield Common.	£4,010	£4,010.00	Stall holder income, sponsorship	£0	Community Services, Licensing, Depot and EHO staff on day, volunteer stewards and elected Members to assist on the day	February – June	Community and Health & Economic Development	Attracts visitors and participants from outside the Borough, Increase community cohesion, increased volunteering and local community involvement	Press release to confirm date, call for volunteers, advertise sponsors etc. Arrange media partner to support event. Marketing material posters banners etc to publicise event sent out in May and as part of the events for 2019.
24 July -28 August 2019	Family Fun Days	Two based at King George's Playing Fields and Doddinghurst, Hutton, Warley and Pilgrims Hatch	£12,000	£10,100	Stall holder income, wristbands, sponsorship	£1,900	Community Services staff on day	February – August	Community & Health & Economic Development	Attracts visitors from outside the Borough, Increased community cohesion, increased usage of King George's Playing Fields and other open spaces, promotes Brentwood as a great place to live.	Advertise within KGPF or other venue, schools and children's centres and as part of the events for 2019.
30 November 2019	Lighting Up Brentwood	Brentwood's biggest annual community event, which culminates in the switching on of the Christmas lights. Large community involvement on the day such as the candlelit choir, on the move, together with activities, entertainment and a large number of stallholders selling a variety of goods	£14,550	£5,760	stall holder income, sponsorship	£8,790	Community Services, Licensing, Depot and EHO staff on day, volunteer stewards, elected members and security staff	February - December	Community & Health & Economic Development	Attracts visitors and participants from outside the Borough, promotes volunteering opportunities, benefits the local economy, and builds community cohesion	Press releases - confirmation of date, Save the date to stallholders who have expressed an interest May/June, advertise sponsorship opportunities, confirmation of partners, call for volunteers, secret santa treasure hunt. Evaluation press release after the event. Liaise with Mayor re switch on
08-Dec-19	Shenfield Christmas Fayre	Shenfield's largest community event which has a lot of local business and schools involvement together with activities, entertainment and a large number of stallholders selling a variety of goods.	£6,670	£6,670	local business contribution, RG contribution, sponsorship and stallholder income	£0.00	Community Services, Licensing, Depot and EHO staff on day, volunteer stewards, elected members and security staff	February - December	Community & Health & Economic Development	Attracts visitors and participants from outside the Borough, promotes volunteering opportunities, benefits the local economy, and builds community cohesion	Press releases - confirmation of date, sponsorship opportunities, confirmation of partners, call for volunteers, confirmation of business involvement, liaise with the Mayor re speeches
TOTAL			£37,458	£36,037.00		£10,690					

All costings are based on the 2018 costs and income

All costs still to be finalised for these events at the time of publication.

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4 December 2018

Community, Health and Housing Committee

Brentwood Community Fund

Report of: *Kim Anderson, Partnership, Leisure and Funding Manager*

Wards Affected: *All wards*

This report is: *Public*

1. Executive Summary

- 1.1 The Brentwood Community Fund was set up to give Brentwood's communities the opportunity to provide local initiatives to improve the quality of life for local people living in the borough. The Community Fund of £16,300 is currently allocated within an existing 2018/19 budget, and grants of up to £2,000 are available for applicants. The funding was open from 2 April until 28 September 2018. A summary of the applications and the officers scoring sheet is attached in Appendix B.

2. Recommendation

- 2.1 That Members agree to fund those projects highlighted in green as outlined in Appendix B out of the Community Fund.**

3. Introduction and Background

- 3.1 The Brentwood Community Fund has been set up to give Brentwood's communities the opportunity to promote local initiatives to improve the quality of life of people living in the local area. The fund has £16,300 allocated for localism projects. Grants of up to £2,000 are available. The funding was open to applications from 2 April until 28 September 2018 and the recommendations are now being considered before members.
- 3.2 The criteria that applicants need to meet for applications for the Brentwood Community Fund were provided in the information and guidance notes which were available to applicants and are attached in **Appendix A** of this report. This also includes the scoring matrix (**Appendix C**) that officers have used to score each of the applications.

- 3.3 The total number of applications to the Community Fund was 28 requesting a total of £50,264.96
- 3.4 A summary spreadsheet of officer recommendations and a copy of all of the application forms have been available to all Members, in each of the member rooms and Members have had the opportunity to provide comments on the applications to the Chair of Community, Health and Leisure Committee prior to the meeting.

4. Issue, Options and Analysis of Options

- 4.1 The criteria and expected outcomes have been simplified in order to encourage applications and to broaden the accessibility of funding as set out in **Appendix A** of this report.

5. Reasons for Recommendation

- 5.1 Each application has been subject to a robust, independent and transparent scoring process to ensure fairness in the allocation of funding (**Appendix C**). Once received the applications were scored by a panel of officers looking at the following key priorities:
- Evidence that the bid meets the criteria, the Council's priorities and expected outcomes
 - Evidence that the community has been involved in the development and implementation of the project
 - Evidence that the bid supports the promotion of volunteering and community participation
 - Evidence that the applicant has sought additional external funding or in-kind value (such as the use of volunteers) for the project
 - Evidence that the project is sustainable once the Council's contribution has ceased.
- 5.2 Once the applications were individually scored they were ranked by their score. The recommendations by officers of the projects that met the key priorities and the amount of funding that is recommended is attached in **Appendix B** of this report.
- 5.3 Those applications marked green are recommended to receive funding.
- 5.4 Notifications will be made to all those applicants that applied. Successful applicants will also have to agree to any terms stipulated within the conditions

of the grant being awarded. Successful applicants will also need to complete a self-monitoring report once their project has been completed.

- 5.5 Any unsuccessful applicants to the Community Fund will be offered the following support: Face to face meeting with the Partnership, Leisure and Funding Manager to review their prospective application; offered a funding training session via Brentwood Council for Voluntary Services which includes tips on submitting a good funding application. Members will also be encouraged to assist in this process; Organisations will also be signposted to the Open 4 Community on the Council's website to look at other sources of external funding to support their project if applicable.

6. Consultation

- 6.1 Consultation has been undertaken with previous applicants and as a result we have revised and simplified the application process and simplified the application form and supporting guidance notes. It was recognised that some organisations or individuals may have had difficulty understanding some terminology in respect of completing the funding application, and the requirements for information and match funding should be proportionate to amount of money being awarded.
- 6.2 Part of the monitoring form that is sent out to all successful candidates, also asks the organisation about the whole process and areas than can improved.

7. References to Corporate Plan

- 7.1 The Community Fund supports a number of priorities and sub priorities within the Corporate Plan. The criteria and expected outcomes from the Community Fund applications are outlined in **Appendix A**.

8. Implications

Financial Implications

**Name & Title: Jacqueline Van Mellaerts, Interim Chief Finance Officer
Tel & Email 01277 312829 / jacquelinevanmellaerts@brentwood.gov.uk**

- 8.1 The Community Fund of £16,300 is currently allocated within an existing budget of the Medium Term Financial Plan for 2018/19.

Legal Implications

Name & Title: Paula Harvey, Corporate Governance Solicitor & Deputy Monitoring Officer

Tel & Email: 01277 312500/paula.harvey@brentwood.gov.uk

- 8.2 The recommendations set out within this report are lawful and within the Council's powers and duties. The Council has power under s1(1) of the Localism Act 2011 to do anything that individuals generally may do, provided it is not prohibited by legislation and subject to public law principles. There is no express prohibition, restriction or limitation contained in a statute against use of the power in this way.
- 8.3 Decision makers should ensure that applicants have obtained any relevant consent and/or licence which is necessary to secure funding.
- 8.4 Decision makers should also have due regard to the Council's statutory duty under the Equality Act 2010 to eliminate unlawful discrimination and advance equality of opportunity between applicants.
- 8.5 All legal agreements relating to the award of funding should be in a form approved by Legal Services.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

- 8.6 Asset – The granting of any funding is dependent on permissions being granted by the owner of the asset.
- 8.7 Equality and Diversity Implications – The Community Fund will support voluntary and community organisations that best support the Brentwood Community regardless of age, disability, gender, gender reassignment, pregnancy and maternity, race, religion and sexual orientation.

8 Appendices to this report

Appendix A – Information and guidance notes for the Community Fund

Appendix B – Officer Recommendations for funding

Appendix c – Scoring matrix

Report Author Contact Details:

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Brentwood Community Fund 2018

www.brentwood.gov.uk/funding



Information and Guidance Notes – April 2018



**BRENTWOOD
BOROUGH COUNCIL**

What is the Brentwood Community Fund?

The Brentwood Community Fund has been set up to give Brentwood's Communities the opportunity to promote local initiatives to improve the quality of life for local people living in the Borough. The fund has £16,300 available in total in the current financial year, and grants of up to £2,000 are available for applicants.

The Brentwood Community Fund will open for applications on Monday 2nd April 2018 and will close on Friday 28th September 2018.

Bids will be assessed and reported to the Community Health and Leisure Committee in Autumn 2018, when a decision on the allocation of funding will be made. Applicants should continue to check www.brentwood.gov.uk/funding to ascertain when a date for this committee has been set.

Who can Apply?

The Council is inviting bids from individuals, groups and organisations for a share of the cash on offer for local causes and projects that will support and improve the quality of life for local people and tackle the issues that they think are important. All applications must benefit Brentwood's communities. Projects must be delivered in the Borough and take place between **1st January 2019 and 31st December 2019**.

Bids may be submitted by individuals or community and voluntary organisations, residents' / tenants' associations etc. Groups do not need to be formally constituted, but if that is the case, the Council will request invoices to be submitted to it directly and will settle these.

Funding should be for new projects. Previous applicants may apply if they are proposing a new project, however, priority will be given to those who have not received any previous funding from the Brentwood Community Fund or the Localism Share Fund if applicable. We also ask that you state on your application and in the budget section whether you have applied for or have received funding from another department within the Council, whether it be confirmed or unconfirmed.

How much can I apply for?

The maximum amount that can be applied for is £2,000. There is no minimum amount. We would

expect to see some form of match funding or in-kind support for all applications. However, applicants should remember that in-kind support includes volunteers' time in both coordinating and delivering the project. Volunteer time in-kind can be estimated at £10 per hour per person (as an average)

How to Apply

The application form

You can apply for funding using the Brentwood Community Fund application form, which is linked on the Brentwood Borough Council website www.brentwood.gov.uk/funding.

Please read these information and guidance notes thoroughly before completing the application form and ensure that you return the application form together with any attachments and supporting documents (see checklist) to localism@brentwood.gov.uk by 28th September 2018 at the latest to ensure that your application is considered. For any advice, support, guidance or any queries relating to the completion of the form please contact localism@brentwood.gov.uk or telephone Community Services on 01277 312500.

Please ensure that all fields on the application form are fully completed. If any questions are not applicable, please write 'N/A' in the answer box.

What will be funded?

Projects will only be funded if they are firmly and directly aligned with the community based priorities in the Council's Vision for Brentwood 2016-2019, a copy of which can be found on the Council's website www.brentwood.gov.uk. In particular we are looking at schemes which will deliver wider community benefits, rather than benefits to individual clubs or organisations and that will also deliver on the following priorities, actions and outcomes:

The Council would expect to see clear links to the following criterion and that some of the following outcomes will be delivered from the applicants projects:	
Criterion	Expected outcomes
<p>Environment and Housing Management</p> <ul style="list-style-type: none"> • Projects which enable communities to take a more active role in delivering a cleaner and safer environment • Projects which encourage residents to work together with the Council to take responsibility for the environment and improve the cleanliness of our streets. • Projects which improve leisure facilities for residents and visitors. 	<ul style="list-style-type: none"> • Increase in community involvement in delivering a cleaner and safer environment. • Improved leisure facilities. • Increase in the number of volunteers and volunteering opportunities. • Increase in the number of community initiatives and projects. • Improvement of local community run services. • Increased awareness of and access to local health services. • Increase awareness of and support for the voluntary sector.
<p>Community and Health</p> <ul style="list-style-type: none"> • Projects which encourage thriving and engaged communities. • Projects which make Brentwood a Borough where people feel safe, healthy and supported. • Projects which encourage community engagement in developing improved and accessible health services. 	

<ul style="list-style-type: none"> • Projects which increase residents’ and businesses’ engagement with the local community. • Projects which support our most vulnerable residents to feel safe. • Projects which reduce antisocial behaviour and ensure that Brentwood is a safe place to live. 	<ul style="list-style-type: none"> • Improved community cohesion and community engagement. • Reduction in anti- social behaviour. • Increased confidence that Brentwood is a safe borough. • Reduction in social isolation. • An increase in local community skills base.
Economic Development	
<ul style="list-style-type: none"> • Projects that support community skills development. 	

What will we not fund?

- Retrospective bids, i.e. Where work has already commenced (prior to agreement of any funding allocation).
- Future running costs – these are one off grants only.
- Repeat funding for the same project.
- Employee costs or routine administration.
- Political activities.
- Exclusively religious activities (although faith groups may receive funding for community development or self-help activities. In this case the application must show that the project will bring wider community benefit and that the primary purpose of the activity is not religious).
- Statutory activities/ requirements, i.e. where funding is no longer available or has ceased from another provider.
- Hospitality and catering.
- Funding for projects outside the Borough of Brentwood.
- Funding for lobbying or campaigning.

Please note the Council will not be responsible for any ongoing costs incurred by the project, e.g. maintenance of equipment.

How we will assess your application?

Each application will be scored against the criteria set out in the scoring matrix which is available to download from www.brentwood.gov.uk/funding. You should review your application before submitting it to ensure that you have fully answered all of the questions and clearly linked your project to the criterion listed above. For example if your application scores 80% against the criteria then it will be recommended to receive 80% of the money it requested.

Application Form - Questions Explained

Question 1 – Please provide a brief description of the project.

Please tell us details of your project, what it is, why you need the money (for all or part of the project) who it involves etc. We would not expect to see bids for one off capital expenditure except there are no ongoing revenue costs.

Question 2 – How does your project meet one or more of the criteria, and how will it deliver the expected outcomes?

Please look at the criterion and expected outcomes as outlined in the table previously and clearly

tell us how your project will meet one or more of these. (NB, it does not have to meet every criteria but must meet at least one.)

Question 3 – Explain how the community has been involved in the development and the implementation of the project. This can include the promotion of volunteering for example.

- Please include evidence of community involvement with supporting documents that show us how you identified a need for this project and who in your community supports it.
- The community should be engaged in identifying schemes to be put forward and particularly schemes which generate community involvement, engagement and ownership.
- There should be demonstrable community support for initiatives being put forward.
- Schemes should promote volunteering and community participation.

Question 4 – Budget

- Expenditure – Please give us a breakdown of what you expect your project costs to be, for example venue hire, equipment, in kind costs such as volunteer costs (this can be estimated at £10 per hour per person as an average) or marketing materials etc.
- Income – Please list any income you may be receiving including whether its confirmed or unconfirmed. This includes additional external funding, funding from another Council department, in kind funding such as volunteer contribution (this can be estimated at £10 per hour per person as an average), donated time or materials, and any of your own fund raising.
- In kind amounts in the expenditure column and the income column should match i.e. in kind contributions are seen as a cost and an income as described above.
- You must state if all income amounts are confirmed or unconfirmed.
- Brentwood Community Fund amount – Please tell us how much money you are requesting from the Brentwood Community Fund and ensure this matches with the amount you have written on the front page of the application form. The maximum amount you can apply for is £2,000.
- VAT – please include your VAT registration number if relevant.

Question 5 – Sustainability

Please tell us if there will be any future running costs incurred from your project and if so, how you will fund this in the future.

Please note, the Council will not be responsible for any ongoing costs incurred by your project i.e. maintenance of equipment.

Question 6 – Bank Details

Please provide your account name, sort code and account number, so that payments can be made should your application be successful. If you are new group and no bank account has been set up for your project/organisation please contact localism@brentwood.gov.uk or telephone 01277 312634 for advice and guidance.

Permissions and Licenses

For all bids received, it is the applicant's responsibility to ensure that all required permissions, licenses and insurances are in place prior to beginning your project and that adequate health,

safety, safeguarding protocols and risk assessments are in place if necessary. Please include a copy of any relevant documents to support your application.

Checklist

When completing the application form please ensure that you include all relevant documents to support your application.

- Relevant permissions/consent.
- Confirmation of any additional external secured funding .
- Your organisation's governing document (Constitution, Memorandum and Articles of Association, Trust Deed etc).
- Evidence of community involvement.
- Safeguarding policy (if working with young people and vulnerable adults).
- Risk assessments and insurance if required.
- Cost estimates or price quotations.
- Letters of support or other supporting information.
- Fully completed application form!

Question 7 – Declaration

Please read through your application form carefully and sign and date it. An electronic signature is acceptable.

When will a decision be made on funding?

Applications will be assessed by a panel of Council officers and elected Members.

Recommendations will be reported to the relevant Community, Health and Leisure Committee in Autumn 2018. Notifications will be sent to all applicants to inform them whether they have been successful or not following this meeting.

Monitoring

Successful applicants will be asked to return a signed Terms and Conditions form and complete a monitoring form once their project has been completed.

We also ask that successful projects use the Brentwood Borough Council logo on marketing materials relating to their funded project.

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Brentwood Community Fund 2018

Scoring Recommendations

Recommended for funding
Did not score highly enough to be awarded funding
Not recommended for funding. Did not meet the minimum criteria.

Rank	Applicant	Funding Request £s	Summary of project	Officer mean scores %	Recommended funding allocation in £s based on score %.	Scorer comments
1	1st Warley Scout Group	2000.00	Contribution towards equipment for the new mezzanine community training space.	96	1920	An excellent answer regarding meeting criteria, with lots of detail about how. Strong community involvement. Very strong volunteer involvement. 50% match funding from events. Self sustainable through space hire. A very good answer overall.
2	Essex Cares Ltd - Walter Boyce Wellbeing Hub	1371.46	For accessible gym equipment at Walter Boyce Wellbeing Hub	88	1207	Excellent links to criteria of Economic Development, Community and Health, Environment and Housing Management. Good evidence of community involvement. Very high match funding and confirmed ongoing costs covered by ECL. There is no mention of involving volunteers in the project but there is mention of involving work placement opportunities to disabled participants.
3	Manna Meals	2000.00	To purchase 3 freezers and packing materials to donate to community hub organisations such as churches and community centres - these locations have yet to be determined - to house free community meals. The meals will be given by the receiving organisation to members of the public for free; most recipients will either be in food poverty, suffering from illness, bereavement, being housebound or other difficult circumstances. The community would become aware of the food that is available through different organisations such as FoodBank, churches, support groups or other community projects.	84	1680	The project strongly meets the criteria for Community and Health and Economic Development, providing safe supported spaces for residents, whilst having nutritious food and engaging with community groups. There has been a community consultation undertaken with the local foodbank church volunteers. The project is entirely run and delivered by volunteers. A good level of inkind match funding but no cash match. Ongoing costs of the project will be met directly by the charity. A strong application overall.
4	Hutton and Shenfield Union Church	1200.00	To support a monthly free playgroup for dads, grandads and babies/preschool children. The playgroup sets out to support three groups within the community, 1) families that are struggling (the playgroup is free and provides breakfast to all those who attend and is able to signpost to other organisations, 2) single dads (both soft play centres within Brentwood close on a Saturday for private parties and 3) dads that work during the week and dont spend as much one to one time with their children as they would like. The funding would buy storage, barriers and gates.	82	984	There are strong number of links to the requested criteria. There is very strong community involvement in consultations. There is good evidence of engaging volunteers. Sadly, there is no match funding listed despite there being a good inkind value for volunteers. The project is fully sustainable.
4	Brentwood Community Print CIC	2000.00	To promote the services listed in the Brentwood Community Tree leaflet and website at a variety of venues around the Borough, such as Brentwood Community Hospital, Libraries, Brentwood Leisure Trust etc. To attend Time to Learn sessions with GP's and patient participation groups as well as supporting attendance at events linked with the Time to Change Calendar such as Time to Talk day in February, Mental Health Awareness week in May and World Mental Health Day in October. Linking up with local businesses as much as possible to encourage them to sign up to the Time to Change Pledge and to incorporate the Community Tree as a resource for their employees. The funding would buy publicity materials, venue and facilitator costs.	82	1640	There are satisfactory links between the project and the criteria around volunteering, health , safety and community engagement. The community and BCP customers have been consulted about mental health information and showed an interest in the leaflet. There is no additional in kind or match funding. The project is sustainable.
5	Brentwood Leisure Trust	2000.00	Local Personal Trainer Dave Davis (D2Fit & Barbell Girls) has joined forces with Local Elite Athlete Anthony Ogogo (Olympic & Commonwealth Boxer) to pilot a new programme to encourage young disabled children to join adapted fitness sessions - tackling health inequalities and obesity, health and wellbeing, volunteering and training, and social isolation. The funding would go towards punchbags and brackets.	81	1620	The application makes good links to a number of criteria under community and health. There are some skills development links under economic development. There is detail around the use of volunteers and young volunteer development. There is some information about young people involved in other youth initiatives and developing ideas but it is unclear whether they directly developed the project or showed need for it. Excellent match funding through in kind coach costs and venue hire. Would like to see quotes for equipment. The project is sustainable through an entrance fee and possible youth membership but further funding may be needed. Good application

5	Brentwood Swimming Club	1504.00	Purchase of new starting blocks, updating to approved competition standard kit.	81	1218	Clearly states that improved leisure facilities, health and engaging young people will benefit the community. Would have liked to see more detail around 'how'. Strong community engagement in development of bid, and strong community and volunteer engagement in the delivery of the project and for raising its funds. Volunteer involvement has not been mentioned regarding the match funding in the budget. The project is sustainable.
5	Navestock Village Hall	2000.00	To replace an area of turf, approximately 21 x 18 metres, with artificial grass so it can be used at all times of year, in all weathers by a variety of groups.	81	1620	Strong response to improving leisure facilities under Environment and Housing criteria. Good community involvement - a consultation with the pre school has been undertaken. Good level of volunteers in delivering and running the project. Over 50% of match funding has been obtained. The project is sustainable through hall rental charges.
6	Brentwood's Orchestras for Young Musicians	2000.00	The proposed project is a one day music festival for all young people who live or go to school in Brentwood. The day would have multiple parallel workshops. The aim is that a young person who had never played a musical instrument would be able to participate in a workshop in each session throughout the day e.g. "try an instrument" or "body percussion", and a young person who already plays an instrument in a group would also be able to experience something new e.g. jazz or folk music. Each workshop would be run by a professional musician. The funding would go towards tutor fees, venue hire, music hire and arrangements.	78	1560	Very strong response to meeting key criteria under Community and Health and providing diversionary projects for young people. Strong community involvement and participation in developing the project through consultation and feedback. The project will be fully organised by volunteer parents. Good match fund and unconfirmed grant applied for. The project is sustainable through ongoing services provided BOYM and through membership fees, tickets to concerts etc.
6	St Peter's Church, Hutton	2000.00	To support a pop up cafe every Tuesday throughout 2019. To purchase paint, furniture, cupboards, a toaster etc to be able to give the cafe its own identity. The aim is to bring together members of the local community, and provide them with fairly priced food and a chance to chat. They anticipate parents from nearby schools, elderly members of the community and members of the church to attend, but anyone who comes in will be welcomed. Attendees may also 'pay it forward' and buy a food item to be available for a person in need. They receive food via M&S Brentwood's surplus food scheme, which they distribute to members of the community, and would like the cafe to be a destination for those in need - be it of food or company - once established.	78	1560	There are some satisfactory links to the criteria under Community and Health - engaging communities. The church community was involved in setting up the cafe and is fully run by volunteers. There is a good amount of in kind match funding. The cafe is sustainable through income generated. Funding is conditional upon registration as a food business.
7	Lighthouse Furniture Project	1327.00	To fund an electrical items recycling scheme with drop off points in libraries. The money would pay for PAT tester, new bins, volunteer training and publicity.	76	1009	The application provides some detail around how the criteria will be met by the project. The application details how the community were involved in identifying a need for the project but no evidence provided. Some detail around volunteers being by the organisation, but unclear if this is for this particular scheme - can assume from the budget that it is. There is a good amount of in kind costs. Suggestions that the project is self sustainable. Funding would be conditional upon agreement with BBC waste department and upon evidence that the libraries are supportive as bin hosts.
8	Herongate Community Garden	2000.00	To fund Phase 2 of the community garden development. Phase 2 is to develop 2 further plots, a fruit growing area, a wildlife area with pond and seating, and a water storage system	73	282 *NB this amount does not reflect the % of the score achieved, but is the remaining funding from the total pot.	The application has not referred to the criteria stated in the guidance, but there are some links to both environment and community outcomes stated. The application clearly shows that the community and volunteers have been involved in the implementation of the project and they will continue to be involved in this next phase. There is a strong in kind match. Project sustainable through the Church, not explained how these funds will be raised though.
					£16,300	
9	Kids Inspire	1694.00	Working in partnership with local Primary School Shenfield St Mary's, Essex-based charity Kids Inspire will deliver a 10-week programme designed to improve the mental and physical wellbeing of up to 20 pupils. Mind Moves will be delivered in the school by two Kids Inspire qualified and accredited Creative Arts Therapists, supported by volunteers from the local community. Sessions last one hour and will combine a range of techniques to meet the needs of the children holistically, all while having fun. The funding would pay for therapists, resources and materials.	72	1220	The application demonstrates that it meets the Community and Health priority well. There is strong evidence that the school needs this service. Consultation has taken place. Volunteers will be engaged and trained by the charity. There is match funding, both cash and in kind. Sustainable only through further funding.

10	Brentwood Belles WI	2000.00	This ladies group are members of a Brentwood based WI group consisting of skilled knitters, crocheters, sewers, quilters, bakers and crafters and they would like to promote these more 'traditional' skills to people who do not just belong to the WI, but who are in the wider community. This would include both adults, including the elderly and schoolchildren plus anyone else who would like to get involved. The funding would go towards hall hire, materials and marketing.	66	1320	Although there is not any specific mention of the criteria, there is some evidence that the project will meet some of priorities, such as reusable shopping bags, community cohesion, skills development, reduction in social isolation. There is a small amount of evidence that the applicant has identified a need. The project will be run entirely by volunteers. There is a good amount of match funding in kind. There is sustainability of the WI group through group meeting charges, but no mention of how the project will be sustainable past the life of the funding.
10	BOSSY	2000.00	To support the youth theatre's cost of their next show. To pay for license, technical costs, costumes and props.	66	1320	The application mentions some of the criteria under Community and Health, improved youth facilities, community cohesion, diversionary activity to reduce anti-social behaviour, reduces social isolation, health benefits. The application mentions there is a lot of involvement from volunteers in the planning and running of the project. There is match funding. The project is sustainable from income from shows.
11	Carers FIRST	1504.00	To pay for entrance tickets and transport to social events for local carers.	65	978	Strong links to the health and economic development priorities. Strong evidence of Community involvement. Some evidence of volunteer involvement in the delivery. There is match funding through staff costs. The project is not sustainable without future grant funding.
12	West Horndon Parish Council	1500.00	To fund installation of flower beds in West Horndon Park to compliment the memorial lectern regarding an aircrash near the village in the war.	64	960	There are some good links to the criteria - improving leisure facilities, community engagement, reducing antisocial behaviour by instilling respect, increasing intergenerational cohesion. The project has been community led and run by volunteers although they won't be used in the delivery. There is some match funding from own fundraising. They have not included the volunteer time in kind which is a shame. The project is sustainable via the Parish Council.
13	Navestock Parish Council	2000.00	To cut down overgrown shrubs and grasses to create a more usable community space. Dig ditches/ erect fencing . To pay for equipment and hire of machinery.	60	1200	There is detail around how the project would meet some of the criteria. There is no specific mention of community involvement in the relevant question but there is mention elsewhere about feedback the PC has received from a number of sources. There is some evidence that volunteers will be used to do much of the labour although this has not been outlined in the inkind budget, sadly. There is some match funding from the village show. The project is sustainable through ongoing fundraising of the PC.
14	Hutton All Saints PTA	2000.00	To pay for tablets and charging trolley to assist learning.	57	1140	There is no specific mention of the criteria, yet there is a detailed explanation around how using technology assists the pupils' learning. The school has identified a need and therefore involved in the development of the project. Volunteers have been involved in the fundraising for the equipment. The project is sustainable. Strong match funding through fundraising.
15	Brentwood CVS	1134.00	To provide a 2 day accredited training course to equip members of the community to support people suffering with mental health illness or crisis. To pay for the course facilitator, venue and publicity.	56	635	There is mention of the criteria and some outcomes that the project will meet but there is little detail around how. Strong evidence of community involvement in the planning of the project - evidence of need. It appears that the project uses volunteers to help run it as this has been shown in the budget, but there is no further detail.
16	Pilgrim's Hatch Community Partnership	2000.00	To landscape the grass verge at the junction with Hatch Rd and Danes Way outside the shops and car park, introduce signage, buy a bench. To pay for materials and equipment.	55	1100	The application makes some tenuous links to the criteria under Environment and Housing. The Community has been fully involved in the development and delivery of the project, engaging volunteers. There is a good amount of match funding and cash match. The project is fully sustainable through funds from the partnership.
17	Friends of West Horndon Primary School	1500.00	The aim is to grow vegetables around the school to foster an appreciation of the environment and promote an understanding of what we can do to support a healthy lifestyle and help to protect the planet. They require at least 2 greenhouses in order to grow from seed various vegetables in plots they would have already prepared.	54	810	The application makes no mention of the criteria listed in the guidelines. There is strong evidence of community involvement and some evidence of engaging parent volunteers but unclear if this is in the project delivery. There is match funding, but volunteer costs have not been included. The project is sustainable through on-going Friends' activities.

18	Enterprise East	1925.00	A 4 week intergenerational project that brings together people furthest from employment with older people to plan and deliver a community event and showcase learning to potential employers and other residents. The funding would pay for training, venue hire and materials.	53	1020	The application has stated which criteria the project meets, but not how it meets them. Strong community involvement in developing the project through consultations and focus groups but this is not Brentwood specific. There is mention of volunteers in the budget but not how they are involved. Some match funding has been secured. There are no ongoing costs, yet how is the project going to sustain its outcomes? We can't fund refreshments or staff costs.
18	24 Fingers Ltd	2000.00	To support a launch of a website and online portal to connect women to local resources and support networks in Brentwood. This project will be made up of a website plus social feeds (Facebook, Twitter, Instagram, Pinterest), plus a weekly email newsletter. It will feature a series of real-life interviews plus articles & tips across health & fitness, wellbeing, nutrition, parenting, news issues, religion & spirituality, community, education careers, relationships - e.g. all the things women juggle and face on a day to day basis. Once launched, they will then move onto the male-focused equivalent to ensure the whole of the community benefits. The funding would pay for website design and marketing.	53	1060	There is some detail around how the content of the website will meet priorities for the Council under all areas but will be externally sourced. There has been interest by local women via social media with 43 volunteers on the working group. But there is no information around whether participating organisations would be interested. There are some in kind contributions by volunteers but it is unclear what role the volunteers will take. The contributions to the website will be voluntarily made and so no ongoing costs. There is a query around income being impossible to predict, however it can be assumed that some money can be made through advertising.
19	Brentwood Community Revolutionaries	2000.00	To provide christmas hampers that include small gifts and foodstuffs for those under financial pressure at christmas.	42	0	We can't fund food. There is no mention of the criteria in the application. There is detail of wider community involvement in the running and planning of the project and all is done on a volunteer basis. There is no matchfunding listed, which is a shame as the volunteer time could have been included in kind. There is an indication that future projects will be supported by volunteers.
20	Restless Minds UK	2000.00	An educational/ mentoring project that works with vulnerable young people and their families to support wellbeing. The funding would pay for technology, venues, marketing and volunteer costs.	40	0	The application shows some satisfactory links to the criteria. There is no evidence that the applicant has consulted with local schools or community groups about the need for this service. There is evidence of using volunteers but the detail is unclear. There is in kind match funding through volunteers. The project is not sustainable without further funding but it is expected that delivery will help forge funding channels. There are no supporting documents which would certainly be needed in this instance, such as qualifications, evidence of previous projects run and a safeguarding policy.
21	Brentwood Horticultural Society	2000.00	Works to replace water storage tanks and water supply pipework to meet water company regulations and prevent wastage and pollution of water supply. Additional works to provide improved drainage thus allowing year round cultivation. The funding would pay for tanks, fittings, pipework and equipment hire.	39	0	There are tenuous links made to community engagement, health, diet and outdoor leisure. There is no explanation around how the community and volunteers have been involved in developing the project. There is some information about how volunteers are undertaking the works. No volunteer work in kind has been added to the budget. Sustainable through memberships and charges.
22	Towers Petanque Club	1605.50	To buy and install 2 floodlights	37	0	There are no references to the criteria. Whilst outlining that the club engages many community organisations, there is no explanation around how they have been involved in the development of the project. There is no mention of volunteers although we can assume that the club is run by volunteers and so is engaging them in the project delivery. There is evidence of match funding and sustainability. The lights are a one off cost.
Total funding requested		50264.96				
Total funding allocated					£16,300	

Note: Total amount of funding for 2018/19 is £16,300. Those projects recommended for approval are in green and totals £16,300. Those projects highlighted in orange or blue will be given feedback and directed to other funding streams that might be able to support them. Should organisations not be able to proceed with their project due to the reduced amount of funding allocated and decide to withdraw from the fund, then the next project down by score (in orange) will be awarded the funding.

Scoring matrix for Brentwood Community Fund 2018

Each Brentwood Community Fund application will be scored against the following key criteria:

Criteria/score	0%	Up to 33%	Up to 66%	Up to 100%	Total weighting
1 The application demonstrates how the project meets the criteria and supports the Council's priorities and expected outcomes (see table in guidance notes).	The application shows no evidence of how the project meets the criteria, supports the Council's priorities and will deliver the expected outcome(s) .	The application shows there are tenuous links between the project, the Council's priorities and the expected outcome(s)	The application demonstrates some good links between the project, the Council's priorities and the expected outcome(s), and details how some of the project activities will achieve them	The application clearly demonstrates the links between the project and the expected outcome(s), and details how all of the project activities contribute to them.	40%
2 The application demonstrates how the community has been involved in the development and the implementation of the project. For example - The community should be engaged in identifying schemes to be put forward.	The application shows no evidence that the community has been involved in the development and the implementation of the project.	The application shows a small amount of evidence that the community has been involved in the development and the implementation of the project.	The application shows reasonable evidence that the community has been involved in the development and the implementation of the project.	The application clearly demonstrates how the community have been involved in both the development and the implementation of the project.	20%
3 The application demonstrates the promotion of volunteering and community participation in its delivery.	The application shows no evidence of how the project will promote volunteering and community participation.	The application shows a small amount of evidence of how the project will promote volunteering and community participation.	The application shows reasonable evidence of how some aspects of the project will promote volunteering and community participation.	The application clearly demonstrates how volunteering and community participation is integral to the project.	20%
4 The application demonstrates that the applicant has sought additional external funding or in kind value for the project - such as the use of volunteer time or donated materials/equipment.	The application shows no evidence that the applicant has sought additional external funding or in kind value for the project.	The application shows a small amount of evidence that the applicant has sought additional external funding or in kind value for the project.	The application shows reasonable evidence that the applicant has sought additional external funding or in kind value for the project.	The application clearly evidences how the applicant has sought additional external funding or in kind value for the project.	10%
5 The application demonstrates how the project will be sustainable once the Council's contribution has ceased.	The application shows no evidence of how the project will be sustainable once the Council's contribution has ceased.	The application shows a small amount of evidence of how the project will be sustainable once the Council's contribution has ceased.	The application demonstrates reasonable evidence of the sustainability of the project once the Council's contribution has ceased.	The application demonstrates clear and robust evidence of the sustainability of the project once the Council's contribution has ceased.	10%
TOTAL					100%

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Members Interests

Members of the Council must declare any pecuniary or non-pecuniary interests and the nature of the interest at the beginning of an agenda item and that, on declaring a pecuniary interest, they are required to leave the Chamber.

- **What are pecuniary interests?**

A person's pecuniary interests are their business interests (for example their employment trade, profession, contracts, or any company with which they are associated) and wider financial interests they might have (for example trust funds, investments, and asset including land and property).

- **Do I have any disclosable pecuniary interests?**

You have a disclosable pecuniary interest if you, your spouse or civil partner, or a person you are living with as a spouse or civil partner have a disclosable pecuniary interest set out in the Council's Members' Code of Conduct.

- **What does having a disclosable pecuniary interest stop me doing?**

If you are present at a meeting of your council or authority, of its executive or any committee of the executive, or any committee, sub-committee, joint committee, or joint sub-committee of your authority, and you have a disclosable pecuniary interest relating to any business that is or will be considered at the meeting, you must not :

- participate in any discussion of the business at the meeting, of if you become aware of your disclosable pecuniary interest during the meeting participate further in any discussion of the business or,
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

- **Other Pecuniary Interests**

Other Pecuniary Interests are also set out in the Members' Code of Conduct and apply only to you as a Member.

If you have an Other Pecuniary Interest in an item of business on the agenda then you must disclose that interest and withdraw from the room while that business is being considered

- **Non-Pecuniary Interests**

Non –pecuniary interests are set out in the Council's Code of Conduct and apply to you as a Member and also to relevant persons where the decision might reasonably be regarded as affecting their wellbeing.

A 'relevant person' is your spouse or civil partner, or a person you are living with as a spouse or civil partner

If you have a non-pecuniary interest in any business of the Authority and you are present at a meeting of the Authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest whether or not such interest is registered on your Register of Interests or for which you have made a pending notification.

Community, Health and Housing Committee

1. The functions within the remit of the Community, Health and Housing Committee are set out below

- 1) Community and Localism Initiatives including Assets of Community Value
- 2) The Voluntary Sector and community partnerships
- 3) Leisure and cultural initiatives.
- 4) Parish Council liaison
- 5) Health and Wellbeing
- 6) Grants to organisations/voluntary organisations.
- 7) Parks, open spaces, countryside, allotments
- 8) Community Safety and CCTV
- 9) Affordable housing
- 10) Housing strategy and investment programme where the Policy, Projects and Resources Committee does not decide to exercise such functions as the superior Committee
- 11) The Housing Revenue Account Business Plan where the Policy, Projects and Resources Committee does not decide to exercise such functions as the superior Committee
- 12) Housing standards, homelessness, homelessness prevention and advice
- 13) Housing needs assessment
- 14) Housing benefit - welfare aspects
- 15) Private sector housing and administration of housing grants
- 16) Tenancy Management and landlord functions
- 17) To make recommendations to Policy, Projects and Resources on the setting of rents for Council homes.

2. To take the lead on community leadership and consultation with stakeholders.

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